

## Contra Costa County Commission for Women and Girls

### Meeting Minutes

March 24, 2026

#### I. Call to Order

Chair Polk called meeting to order at approximately 7:08 PM.

#### II. Roll Call

Commissioners present:

Shauna Polk (Chair), Joey Smith, Christy Lam-Julian, LeJon Payne, Jennifer Rizzo, Dena Acosta-Beere, Sherina Criswell, Nakenya Allen, Destiny Briscoe, Marilyn Cachola Lucey.

#### III. Approval of Agenda and Minutes

Commissioners clarified that:

- Agenda and minutes must be considered separately
- Public comment must be offered prior to action

**Action:** Minutes were **amended** to reflect:

- Clarification of leadership candidacy
- Corrections to roster and vacancies
- Term date clarification
- Reappointment process clarification

**Motion:** Approve minutes as amended

**Result:** Approved by roll call vote

#### IV. Public Comment

Public speaker provided comment supporting a commissioner's candidacy for Chair

Commissioners raised procedural clarifications regarding:

- Board of Supervisors appointments
- Current vacancies and roster status

#### V. Board of Supervisors Update

Discussion of International Women's Day event

- Noted as successful and potentially recurring annually
- Clarification requested regarding district representation of honorees

**No action taken**

#### VI. Governance Materials Review

Staff confirmed distribution of:

- Bylaws
- Advisory Body Handbook
- Teleconference procedures

Commissioners directed to review and ensure compliance

## **VII. State of the Commission**

Chair summarized prior year activities and events  
Encouraged continued Herstory project engagement

## **VIII. Complaint and Governance Discussion**

### **Topics Raised:**

- Meeting procedures and Brown Act compliance
- Access to governance and financial documents
- Communication gaps
- Inconsistent application of bylaws
- Decision-making processes and transparency
- Lack of onboarding and structural clarity

### **Staff Response:**

Identified areas of concern:

- Meeting conduct
- Documentation access
- Governance practices

Noted ongoing corrective actions:

- Increased transparency
- Documentation improvements
- Reinforcement of procedures

### **Commission Discussion:**

Commissioners expressed concerns regarding:

- Consistency of governance practices
- Access to information
- Equity in participation and decision-making

General agreement on need for:

- Improved structure
- Clear procedures
- Consistent application of bylaws

**No formal action taken**

## **IX. Membership Appointments and Elections**

### **A. Recommendations to Appoint Commissioners**

1. Shruti Adusumilli

Motion: To recommend appointment of Shruti Adusumilli to the Commission.  
Motion seconded.

Vote: Unanimous

Result: Motion approved.

2. Tamara Peterson

Motion: To recommend appointment of Tamara Peterson to the Commission.

Motion seconded.

Vote: Unanimous

Result: Motion approved

### 3. Sonia Bates

Motion: To recommend appointment of Sonia Bates to the Commission.

Motion seconded.

Vote: Unanimous

Result: Motion approved.

### 4. Additional Direction

Commission discussed improving transparency in applicant review, including:

- Providing redacted application materials in advance
- Standardizing candidate evaluation process

## **B. Candidate Presentations**

Candidates provided statements regarding:

- Background and qualifications
- Community engagement
- Ability to attend meetings
- Commitment to Commission responsibilities
- Equity approaches
- Leadership qualities

Elections held.

Results:

Chair - Marilyn Cachola Lucey

Vice-Chair - Nakenya Allen

Treasurer - Dena Acosta-Beere

Secretary - open

**C. Commissioner Shauna Polk resigned from the Commission, effective March 25, 2026.**

## **X. Governance Themes Identified**

- Need for:
  - Formal onboarding process
  - Clear policies and procedures
  - Consistent attendance and participation standards
  - Defined financial oversight and allocation framework

## **XI. Adjournment**

The meeting was adjourned at approximately **9:15 PM**.