

Advisory Council for Aging & Independence Services  
**Affordability in Aging Subcommittee**  
 February 9, 2026 | 10:30 AM  
 5560 Overland Ave, Suite 310, San Diego, CA 92123

COUSD CLERK OF THE BOARD  
 2026 MAR 6 PM 0:42

Meeting ID: 821 7872 7193  
 Passcode: vp2cF9MP

**MINUTES - DRAFT**

<b>Members</b>		<b>Absent Members</b>	<b>Guests</b>
Attendance:	David Milroy, Chair Ted Kagan Dennis Leggett Mikie Lochner Silvia Martinez Smith Sirisakorn		Miriam Plotkin Willie Douglas
<b>Staff</b>			
N/A			
<b>Item</b>	<b>Outcome</b>		
1. Call to Order	David Milroy called meeting to order at: 10:30 AM a. Welcome & Guest/Member Introductions b. Confirmation of Quorum = 4 Affordability Members Present		
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member	N/A		
3. Standard Business - Names are noted when vote is not unanimous	a. Public Comments/Announcements: Minutes Approval – Motion to approve (Kagan/Sirisakorn) Approved		
4. New Business	Discussion of concerns: <ul style="list-style-type: none"> <li>• Repeated invitation for Nick Martinez/staff to attend a future meeting. Will request that AIS make the invitation for March meeting.</li> <li>• Reviewed questions from the Affordability in Aging committee and how to best bring the issues of senior housing.                             <ol style="list-style-type: none"> <li>1. How are the housing authorities in San Diego County adjusting to reductions in federal subsidies?</li> <li>2. What efforts are being made by the county's Housing and Community Development Services to increase outreach, improve accessibility, and provide in-person navigation of Section 8 and other affordable house alternatives?</li> <li>3. What are the barriers to out station HCDS staff at senior centers, community centers, congregate dining sites, faith communities, libraries, health fairs, etc. – as opposed to only offering in-person help at your Ruffin Road location?</li> <li>4. What efforts are being made for outreach to landlords who, it seems, are becoming more reluctant to participate in Section 8 Rental Assistance Programs?</li> <li>5. How is the Area Median Income (AMI) formula determined and applied? Why is it different for different neighborhoods? Where can seniors find AMI numbers for various neighborhoods in an easy to access and understand public facing source?</li> </ol> </li> <li>• Continued discussion of a social media presence for AIS to strengthen its visibility and to increase community participation in AIS activities.</li> </ul>		
5. Actions Steps	<ol style="list-style-type: none"> <li>1. Communicate our housing concerns to AIS and the Board of Supervisors</li> <li>2. Reach out to SD Housing Office</li> </ol>		
3. Next Meeting	Date: 03/09/26 Time: 10:30 - 11:45 AM Location: JGR		
4. Adjournment	11:45 AM		

Respectfully submitted by David Milroy

Advisory Council for Aging & Independence Services  
**EXECUTIVE & MEMBERSHIP SUBCOMMITTEE**

January 28, 2026 | 9:30 a.m.

Virtual Participation  
 Call in: 1 (619) 343-2539  
 Meeting ID: 248 050 530 608  
 Passcode: ZL6HF7T3  
 Click to [Join Teams Meeting](#)

COSD CLERK OF THE BOARD  
 2026 FEB 19 PM 2:22

**MINUTES – DRAFT**

	<b>Members</b>	<b>Absent Members</b>	<b>Guests</b>
<b>Attendance</b>	Elaine Lewis Susan Mallett Jacqueline Simon Wanda Smith	Stephen Huber	
	<b>Staff</b>		
	Jana Jordan Samantha Hasler		
<b>Item</b>	<b>Outcome</b>		
a. Call to Order & Attendance	<b>Susan Mallett, Chair, called the meeting to order at 9:43 a.m.</b> a. Welcome & Guest/Member Introductions b. Confirmation of Quorum (quorum is 3): 4 members present at this time.		
b. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstance) by a Council Member, if applicable.	None.		
c. Standard Business	a. Public Comments/Announcements b. Approval of December 2, 2025, Meeting Minutes: <b>[M/S – J. Simon / E. Lewis: Unanimous]</b>		
d. Membership Business	a. Current Status – 4 vacancies. The committee discussed vacancies, recruitment, and seat terms. b. Resignations – N/A c. Applicants i. Application Log* – The subcommittee reviewed this log. ii. Application Review* – The subcommittee reviewed and discussed applications. iii. Interviews d. Interested Parties – Individuals that have submitted an application will be encouraged to continue attending meetings. e. Vacancy Log* • Supervisor-Appointed Seat Vacancies: 4 • Council-Appointed Seat Vacancies: None. g. Actions i. Recommendations to seat applicant(s): N/A ii. Actions regarding term expiration(s): N/A iii. Assign seat(s) for proposed member(s): N/A h. Membership i. Attendance: Monitor/Review Attendance Log* ii. Ethics Training: 1 upcoming; 1 overdue; 1 new member pending		
e. Executive Business	a. Monthly Presentations [see Annual Calendar]* (Possible Action) b. Standing Subcommittee Status and Appointments (Possible Action) c. Ancillary Subcommittee Status and Appointments (Possible Action) d. Auxiliary Subcommittee Status and Appointments (Possible Action) e. Ad Hoc Subcommittee Status and Appointments (Possible Action)		
f. Other Items	a. SB 707		
g. Build February 9 <sup>th</sup>	The February 9 <sup>th</sup> agenda was prepared: <b>[M/S – W. Smith / J. Simon: Unanimous]</b>		

<b>Council Meeting Agenda</b>	
h. <b>Next Meeting</b>	The next meeting will be on February 24, 2026, at 9:30 a.m.
i. <b>Adjournment</b>	Meeting adjourned at 10:48 a.m.

# AIS Advisory Council

APPLICATION LOG  
February 24, 2026

Applicant Name	Dates						Comments	Endorsed by Subcommittee	Subcommittee Involvement	Age > 60	(To Be) Seated	To Clerk of the Board
	App. Received	Region/District	Meeting Attended	Meeting Attended	Interviewed	Follow-up						
Alioto, Antoinette	3/19/25	North / 5	6/9/25	11/10/25	10/20/25			10/20/25			11/10/25	X
Attisha, Josephine	10/29/25	North / 2										
Bergmann, Brett	9/2/25	East / 4	9/8/25	10/13/25	12/2/25			12/2/25			1/12/26	X
Cahen, Eva	8/26/25	North / 3								Yes		
Chisolm, Helen	9/1/25	East / 4								Yes		
Esguerra, Junne	9/26/25	North / 5	10/13/25	11/10/25								
Javier, Cesar	6/9/25	East / 4	5/12/25	6/9/25	9/30/25					Yes		
Kurup, Deepti	9/15/25	North / 3	10/13/25	11/10/25								
Mitchell, Veronica	6/9/25	Central / 4	2/9/26									
Slaten, Shantella	10/14/25	Central / 4	11/10/25	1/12/26								
Subra, Reva	1/5/26	North / 5	1/12/26	2/9/26								
Strohl, Linda	9/6/25	North / 2	9/8/25	10/13/25	12/2/25					Yes		
Valerdi, Jorge	5/9/25	East / 4	5/12/15	6/9/25	9/30/25					Yes		



COUNTY OF SAN DIEGO

APPLICATION FOR COUNTY OF SAN DIEGO BOARD, COMMISSION, OR COMMITTEE

INSTRUCTIONS: Please complete this form in its entirety. Be sure to include the full title of the Board, Commission or Committee for which you desire consideration. Note the additional requirements listed at the bottom of the second page.

(For Official Use Only)

Please note that this application is a public record subject to disclosure. This application will be active for a period of one year. After one year, it is necessary to file a new application for another year of eligibility.

Submit the completed application to the Clerk of the Board of Supervisors, BCC Desk, 1600 Pacific Highway, Room 402, San Diego, CA 92101-2471 or via e-mail at bcc@sdcountry.ca.gov

Form with fields for Last Name (Kurup), First Name (Deepti), Name of Board (Aging & Independence Services, Advisory Council), and District (District 1).

Form asking if the applicant can schedule their time accordingly, with Yes/No options and a field for time restrictions.

Form asking for principal areas of interest in County Government, with the example: Senior Care, Disabled Care, Caregiver support, Reduction in re-hospitalization.

Form asking for current County Boards, Commissions or Committees, with a table for Committee Name and Date Appointed.

Form asking for past County appointments with dates served, with a table for Committee/Organization Name and Dates Served.

## STATEMENT OF OCCUPATIONAL EXPERIENCE

ComForCare Home Care-Chula Vista/La Mesa

*Current Employer*

Owner & President

*0.5 years*

*Job Title*

*Length of Employment*

**Previous Employers**

**Position Title**

**Length of Employment**

M&T Bank

Senior Vice President

3.5 years

Bank Of America

Vice President

9.5 years

### What experience or special knowledge can you bring to your area(s) of interest?

As the owner of a home care agency, I can bring a wealth of practical experience to a committee focused on aging, disabled care, and reducing hospital readmissions. My contributions would be highly valuable in the following areas: \* Direct Care Insights: I have a firsthand understanding of the daily challenges and needs of the aging and disabled, including medication management, mobility issues, and the need for assistance with daily activities. \* Preventing Readmissions: I can provide specific strategies for reducing hospital readmissions by highlighting the importance of post-discharge care, such as medication adherence, wound care, and monitoring for early warning signs of complications. \* Operational Expertise: I experience in managing staff, navigating healthcare regulations, and coordinating care between various providers offers a crucial business perspective on how to implement sustainable and effective care models. \* Patient Advocacy: I can be a strong voice for the patient, ensuring that solutions are centered around their dignity, independence, and overall quality of life at home.

### Please list community organizations to which you belong:

San Diego Council on Aging South Bay Senior Provider Network East County Senior Provider Network San Diego Regional Center - Respite Care National City Chamber of Commerce Parkinson's Foundation

### Please describe your ethnic origin:

ASIAN: All persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

### Select the gender you identify as:

Female

### What is your age?

35-44 years old

**What is your total income?**  
Decline to state

**NOTE:** Candidates for the Assessment Appeals Board, County Hearing Officer, Eye Gnat Abatement

Appeals Board, Fly Abatement and Appeals Board and/or Planning Commission, are required to submit evidence of their qualifications and a Statement of Incompatible Activities Related to County Duties (Form 519) that can be found on the Clerk of the Board's website at: [www.sandiegocounty.gov/content/sdc/cob/forms.html](http://www.sandiegocounty.gov/content/sdc/cob/forms.html). Candidates may be asked to provide additional information.

Membership qualifications for all County Boards, Commissions and Committees may be accessed through the Clerk of the Board's website at [www.sandiegocounty.gov/cob/bcac/](http://www.sandiegocounty.gov/cob/bcac/) or by calling (619) 531-5600. This Application will be considered complete when such requirements are provided by the applicant.

By signing below, I declare that the information provided above is accurate and complete to the best of my knowledge.  
Deepti Kurup 15/9/2025  
\_\_\_\_\_  
*Applicant's Signature* *Date*



COUNTY OF SAN DIEGO

APPLICATION FOR COUNTY OF SAN DIEGO BOARD, COMMISSION, OR COMMITTEE

INSTRUCTIONS: Please complete this form in its entirety. Be sure to include the full title of the Board, Commission or Committee for which you desire consideration. Note the additional requirements listed at the bottom of the second page.

(For Official Use Only)

Please note that this application is a public record subject to disclosure. This application will be active for a period of one year. After one year, it is necessary to file a new application for another year of eligibility.

Submit the completed application to the Clerk of the Board of Supervisors, BCC Desk, 1600 Pacific Highway, Room 402, San Diego, CA 92101-2471 or via e-mail at bcc@sdcounty.ca.gov

Form with fields for Last Name (Slaten), First Name (Shantella), Name of Board, Commission, or Committee (Aging & Independence Services, Advisory Council), District (District 3), and Supervisorial District (District You Live In).

County boards, commissions, and committees meet at times mutually satisfactory to the members. Day meetings are more common than evening meetings. Will you be able to schedule your time accordingly? [X] Yes [ ] No. None. Please list any time restrictions.

What are your principal areas of interest in County Government? My principal areas of interest in County Government include housing and community development, small business and economic empowerment, social equity, and public health services. I am particularly passionate about advancing policies that promote affordable housing, equitable access to County contracting opportunities, and effective oversight of programs serving vulnerable populations, including seniors, veterans, and displaced families. Having served in both federal and state public service roles, I value the County's mission to strengthen communities through transparent governance, responsible fiscal management, and citizen engagement. I want to contribute my background in procurement, legal compliance, and program management to help improve efficiency, accountability, and outcomes across County initiatives.

List all County Boards, Commissions or Committees of which you are a current member. Not a current member [X]. Committee Name, Date Appointed.

**List past County appointments with dates served, and other past or present community or public service appointments.**

Not a current member \_

*Committee/Organization Name*

*Dates Served*

_____	_____
_____	_____
_____	_____

**STATEMENT OF OCCUPATIONAL EXPERIENCE**

Federal Government - RIFed

*Current Employer*

*Job Title*

*Length of Employment*

**Previous Employers**

**Position Title**

**Length of Employment**

U.S. Small business  
Administration

Senior Paralegal Specialist

5 years

U.S. Department of Defense

Senior Trusted Agent

10 years

**What experience or special knowledge can you bring to your area(s) of interest?**

I bring over 15 years of combined experience in federal and state program management, procurement, and legal compliance, with a strong record of public service through agencies such as the U.S. Small Business Administration (SBA) and the Department of Defense (DCMA). My work has centered on supporting small businesses, ensuring equitable contracting opportunities, and strengthening oversight of public funds and community programs. I have led teams responsible for interpreting and applying complex federal and state regulations, managing multimillion-dollar portfolios, and ensuring program integrity through training, policy development, and stakeholder engagement. Additionally, I have experience collaborating with diverse community organizations to address housing instability, disaster recovery, and small business resilience key priorities at the County level. My professional background is complemented by a deep commitment to equity, transparency, and effective governance, which I believe are vital to advancing the County's mission and fostering community trust.

**Please list community organizations to which you belong:**

U.S. Small Business Administration (SBA) Disaster Assistance Program: Supporting small businesses and homeowners during recovery operations nationwide. Association of Government Accountants (AGA): Member and participant in professional development programs promoting transparency and accountability in public finance. California Association of Public Procurement Officials (CAPPO): Member, focusing on ethical contracting practices and local economic participation. National Grants Management Association (NGMA): Engaged in continuing education related to grant oversight and compliance. Volunteer Service with Local

Faith-Based and Senior Care Programs: Assisted with outreach efforts supporting elderly residents and displaced families in San Diego County.

**Please describe your ethnic origin:**

AMERICAN INDIAN/ALASKA NATIVE: All persons having origins in any of the original peoples of North and South America (including Central America), and who maintain cultural affiliation or community recognition.

**Select the gender you identify as:**

Female

**What is your age?**

55-64 years old

**What is your total income?**

Decline to state

**NOTE:** Candidates for the Assessment Appeals Board, County Hearing Officer, Eye Gnat Abatement

Appeals Board, Fly Abatement and Appeals Board and/or Planning Commission, are required to submit evidence of their qualifications and a Statement of Incompatible Activities Related to County Duties (Form 519) that can be found on the Clerk of the Board's website at: [www.sandiegocounty.gov/content/sdc/cob/forms.html](http://www.sandiegocounty.gov/content/sdc/cob/forms.html). Candidates may be asked to provide additional information.

Membership qualifications for all County Boards, Commissions and Committees may be accessed through the Clerk of the Board's website at [www.sandiegocounty.gov/cob/bcac/](http://www.sandiegocounty.gov/cob/bcac/) or by calling (619) 531-5600. This Application will be considered complete when such requirements are provided by the applicant.

By signing below, I declare that the information provided above is accurate and complete to the best of my knowledge.

Shantella Slaten

10/14/2025

\_\_\_\_\_  
*Applicant's Signature*

\_\_\_\_\_  
*Date*

AIS Advisory Council Executive & Membership Subcommittee

# Vacancy Log <sup>+</sup>

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February 24, 2026

- ❖ **Current Vacancies: 5**
  
- ❖ **Vacancies: Board of Supervisors-appointed Seats: 4**  
*May be filled 14 days after posting if vacant prior to end of Supervisor's term.*
  - 1) Seat #1 (1/8/29)
  - 2) Seat #2 (1/8/29)
  - 3) Seat #9 (1/4/27)
  - 4) Seat #10 (1/4/27)
  
- ❖ **Vacancies: Council-appointed Seats: 1**  
*May be filled 14 days after posting if vacant prior to terming out.*
  - 1) Seat #21 (1/4/27)
  
- ❖ **Pending Term Expiration:**
  - 1) Seat #24 (5/14/26)
  
- ❖ **Pending Council Action: None**
  
- ❖ **Pending Board of Supervisors/Clerk of the Board Action: None**

\*Occupied by current appointee until a reappointment or replacement is made.

+ Dates in parenthesis are seat term expiration dates

## AIS Advisory Council Attendance

2025-26

Name	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
Alioto, Antoinette					✓	✓							Alioto, A.
Bergmann, Brett						✓							Bergmann, B.
Bishop, Sabrina*	A	A	A		✓	✓							Bishop, S.
Colburn-Hargis, Paige*	✓	✓	A		✓	✓							Colburn-Hargis, P.
Coulbourn, Sheila	V	✓	✓		✓	✓							Coulbourn, S.
Detsky-Weil, Faye	✓	✓	A		✓	✓							Detsky-Weil, F.
Huber, Stephen	✓	✓	✓		✓	✓							Huber, S.
Rhys Jones	✓	✓	✓		✓	✓							Jones, R.
Kagan, Ted	✓	✓	✓		✓	✓							Kagan, T.
Kerr, Mina	✓	✓	✓		A	✓							Kerr, M.
King, Shirley*	A	✓	✓		✓	✓							King, S.
Leggett, Dennis	✓	✓	✓		✓	✓							Leggett, D.
Lewis, Elaine	✓	✓	A		✓	✓							Lewis, E.
Lochner, Mikie	✓	A	✓		✓	✓							Lochner, M.
Mallett, Susan	✓	✓	A		✓	✓							Mallett, S.
Martinez, Silvia	✓	✓	✓		✓	✓							Martinez, S.
McNamara, Dan	✓	✓	✓		✓	✓							McNamara, D.
Milroy, David*	✓	✓	✓		✓	✓							Milroy, D.
Mulvey, Bradlyn	✓	✓	✓		✓	V							Mulvey, B.
Nocon, Molly*	✓	✓	✓		✓	✓							Nocon, M.
Patterson, Taryn	A	✓	A		✓	✓							Patterson, T.
Phillips, Maureen*	A	✓	A		✓	✓							Phillips, M.
Simon, Jacqueline	✓	V	✓		✓	✓							Simon, J.
Sirisakorn, Smith	✓	A	✓		✓	✓							Sirisakorn, S.
Smith, Wanda	A	✓	✓		✓	✓							Smith, W.
Whittaker, Cristin	A	✓	A		✓	A							Whittaker, C.

- \* Supervisor Appointee
- ✓ Present for Advisory Council Meeting
- A Absent
- V Virtual Participation (AB 2449)
- W Waive

## AIS Advisory Council

### ANNUAL CALENDAR - COUNCIL FY 2025-26

MONTH	GUESTS/ACTIVITIES	AIS TOPICS	COUNCIL BUSINESS	
			Date Sensitive	Authority*
<b>SEPTEMBER</b> (9/8/25) Fall Prevention World Alzheimer's  <b>ANNUAL MEETING</b> BL 6(E)(4)	HOUSING AND COMMUNITY DEVELOPMENT SERVICES		❖ SWEAR-IN OFFICERS	IIIa 82.5(b) BL 4(A)(3)
			=> ADOPT ANNUAL CALENDAR	BL 5(C)(1)(a)(v)
			=> ADOPT ANNUAL REPORT	IIIa 82.16
			=> ADOPT ANNUAL SUBCOMMITTEES	BL 5(C)(2)(a)
			=> COUNCIL GOALS: REVIEW DRAFT	A-74(E)(4)
			=> SUBCOMMITTEE CHAIR ANNUAL TRAINING	BL 5(C)(2)(a)
<b>OCTOBER</b> (10/13/25)	SAN DIEGO OASIS	AGING ROADMAP ANNUAL REPORT	=> ADOPT COUNCIL GOALS	A-74(E)(4)
<b>NOVEMBER</b> (11/10/25) National Family Caregiver	ELDER LAW & ADVOCACY	OMBUDSMAN ANNUAL REPORT	• CSL CAUCUS REPORT: SACRAMENTO	WIC 9302 CDA PM 13-04, III (C)
<b>DECEMBER</b> (no mtg.)				
<b>JANUARY</b> (1/12/26)	SCRIPPS HEALTH – IMPACT OF POLYPHARMACY IN OLDER ADULTS	PUBLIC HEALTH NURSE TEAM		
<b>FEBRUARY</b> (2/9/26)		IN-HOME SUPPORTIVE SERVICES	➤ APPOINT AREA PLAN SUCOMM.	BL 5(C)(3)
<b>MARCH</b> (3/9/26)		PUBLIC ADMINISTRATOR/ PUBLIC GUARDIAN		
<b>APRIL</b> (4/13/26)		HEALTH & COMMUNITY ENGAGEMENT TEAM	APPOINT BUDGET SUBCOMM. ➤ AREA PLAN PUBLIC HEARING (26-27 Annual Update)	IIIa 82.1(a) A-74(C)(8) BL 5(C)(3)
<b>MAY</b> (5/11/26) Older Americans	HHSa BUDGET PRESENTATION per A-74(c)(8)	MULTIPURPOSE SENIOR SERVICES PROGRAM	⊕ APPOINT LEGISLATIVE SUBCOMM. APPOINT NOMINATING SUBCOMM.	A-74(C)(12) BL 5(C)(3)
			• CSL VACANCY ELECTION <i>CSL Full Term Election</i>	WIC 9302
<b>JUNE</b> (6/8/26) World Elder Abuse Awareness Alzheimer's & Brain Awareness June 30 - County FY ends		ADVISORY COUNCIL STRATEGIC PLANNING	❖ DECLARE OFFICER NOMINATIONS	BL 4(A)(2)(b)
			=> COUNCIL GOALS: REPORT STATUS	A-74(E)(4)
			=> COUNCIL STRATEGIC PLANNING	N/A
			=> SUBCOMMITTEE GOALS 26-27 Discuss/develop in subcommittee mtgs	
<b>JULY</b> (7/13/26)  July 1 - County FY begins		ADULT PROTECTIVE SERVICES TEAM	⊕ COUNCIL: Leg. Policy Guidelines– conclude review, forward proposals	BL 5(C)(3)
			❖ ELECT OFFICERS	IIIa 82.5(a) BL 4(A)(3)
			=> EXEC/MEMBERSHIP SUBCOMM.	BL 5(C)(1)(a)
			Officer Transition & Brown Act	N/A
			Draft Annual Calendar	BL 5(C)(1)(a)(v)
			Draft Annual Report	IIIa 82.16 BL 1(B)(6)
			Draft Annual Goals	A-74(E)(4)
Propose Subcommittees	BL 5(C)(2)(a)			
<b>AUGUST</b> (no mtg.)				

Advisory Council for Aging & Independence Services  
**Healthy Aging Subcommittee**  
 February 9, 2026, 2:15 PM  
 5560 Overland Avenue, 3<sup>rd</sup> Floor, JG Conference Room

Meeting ID: 837 6653 8423  
 Passcode: 864575

COSED CLERK OF THE BOARD  
 2025 MAR 6 PM 1:42

**MINUTES - DRAFT**

	Members	Absent Members	Guests
Attendance:	Wanda Smith, Chair Paige Colburn-Hargis Susan Mallett David Milroy Bradlyn Mulvey Jackie Simon	Maureen Phillips	
	<b>Staff</b>		
Item	Outcome		
1. Call to Order	Wanda Smith, Chair called the meeting at 2:15 PM a. Welcome & Guest/Member Introductions b. Confirmation of quorum (3) There was a quorum.		
2. Standard Business	a. Public Comments/Announcements: There was a request that we host a speaker on the topic of neurological genetics for a future meeting of the Healthy Living Subcommittee. b. Approval of January 12, 2026 Meeting Minutes (Action) c. <b>The motion to approve the minutes from January 12, 2026, was made and seconded with the correction that Jackie Simon was not in attendance. The minutes were approved.</b>		
3. General Discussion	<p>Dan McNamara introduced himself, revealing his background in gerontology and his current role at Sharp, where he serves as a community engagement manager. He shared his personal journey, including his initial interest in social work and his eventual shift to gerontology after being inspired by a professor who emphasized the growing importance of the aging population. Dan elaborated on his responsibilities at Sharp, which involve overseeing the Senior Resource Center and various community programs, such as the Mall Walker program and automated phone calls for seniors living at home. He also discussed the Vial of Life program, which provides individuals with a waterproof pouch to store important medical information.</p> <p>During the COVID-19 pandemic, Dan played a leadership role in the COVID vaccination super site at Grossmont, overseeing the administration of thousands of shots. He also spearheaded efforts to connect isolated older adults with essential resources through the geriatric emergency department accreditation program.</p> <p>Dan provided an overview of Sharp's integrated healthcare delivery system, which encompasses acute care hospitals, specialty hospitals, medical groups, and a health plan. He highlighted Sharp's commitment to providing high-quality care and its focus on employee engagement and patient experience.</p> <p>The discussion then turned to Sharp Grossmont Hospital's designation as a comprehensive stroke center and the establishment of a neuroscience hospital to offer advanced neurological care. Dan emphasized the hospital's state-of-the-art facilities and its team of specialized professionals, who are dedicated to providing innovative treatments and improving patient outcomes.</p> <p>He shared a touching anecdote about a patient who regained the ability to use his hands after undergoing treatment at the neuroscience hospital. Dan also discussed the use of MRI-guided ultrasound for Parkinson's tremors, which has shown remarkable results in restoring patients' motor function.</p> <p>The conversation touches on the potential of AI in medicine, with Dan emphasizing the importance of accurate data input for its effectiveness. He acknowledged the challenges of bias in AI algorithms but expressed optimism about its ability to revolutionize healthcare.</p>		

	In closing, Dan underscored the importance of collaboration and innovation in addressing the evolving healthcare needs of the community. He commended Sharp's CEO, Scott Evans, for his strategic vision and his commitment to making Sharp the best place to work, practice medicine, and receive care.
4. Next Meeting	March 9, 2026 at 2:15 PM at 5560 Overland Avenue, 3 <sup>rd</sup> Floor, JG Conference Room
5. Adjournment	Meeting adjourned at 3:00 PM

Respectfully submitted by Bradlyn Mulvey, Secretary

**Advisory Council for Aging & Independence Services  
Long-Term Care Ombudsman and Facilities Subcommittee**

February 9, 2026, 10:30 a.m.  
5560 Overland Ave, 3<sup>rd</sup> Floor, MSSP Room  
San Diego, CA 92123

Meeting ID: 896 0683 8701  
Passcode: 284631

COSO CLERK OF THE BOARD  
2026 MAR 8 PM 1:42

**MINUTES - DRAFT**

<b>Members</b>		<b>Absent Members</b>	<b>Guests</b>
<b>Attendance:</b>	Elaine Lewis, Chair Bradlyn Mulvey (Zoom) Faye Detsky-Weil Rhys Jones		
	<b>Staff</b>		
	Brittney Willis, Lourdes Ramirez		
<b>Item</b>	<b>Outcome</b>		
1. Call to Order	Elaine Lewis called the meeting at 10:45 a.m. a. Welcome & Guest/Member Introductions b. Confirmation of quorum (3) There was a quorum.		
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member	N/A		
3. Standard Business	a. Public Comments/Announcements: N/A b. Approval of January 12, 2026, Meeting Minutes: Approved.		
4. General Discussion	<p>The meeting centered around volunteer outreach and support for long-term care facilities, with discussions on strategies to increase volunteer involvement and improve the quality of care for residents. The committee explored various avenues, including partnering with organizations like CASA, engaging family councils, and leveraging the Long-Term Care Ombudsman program. A key focus was on addressing the challenges faced by families in navigating the long-term care system and advocating for their loved ones.</p> <p>A significant portion of the meeting was dedicated to a presentation by a nurse who shared her experiences with family councils and the difficulties in obtaining information and support from long-term care facilities. This led to a broader conversation about the need for greater transparency, accountability, and enforcement of regulations within the industry. Participants emphasized the importance of empowering families and residents to voice their concerns and advocate for their rights.</p> <p>The committee also discussed potential collaborations and initiatives, such as attending a long-term care volunteer biannual meeting and exploring the possibility of ride-alongs for volunteers. They acknowledged the need for training and education to ensure that volunteers are well-equipped to support residents and families. The meeting concluded with a commitment to follow up on various action items, including gathering data on family council involvement and exploring opportunities to partner with vendor groups and trade associations.</p>		
1. Next Meeting	March 9, 2026, at 10:30 a.m. at 5560 Overland Avenue, 3rd Floor, MSSP Conference Room		
2. Adjournment	Meeting adjourned at 11:40 a.m.		

Respectfully submitted by Bradlyn Mulvey, Secretary

Advisory Council for Aging & Independence Services

**Nutrition Subcommittee**

February 4, 2026 | 1:00 PM

Virtual Participation

Meeting ID: 896 0847 3221

Passcode: 035415

COSD BOARD OF SUPERVISORS  
2026 FEB 27 PM 4:07

**MINUTES - DRAFT**

	<b>Members</b>	<b>Absent Members</b>	<b>Guests</b>
<b>Attendance:</b>	Shirley King, Chair Susan Mallett Bradlyn Mulvey Jacqueline Simon	Maureen Phillips	
	<b>Staff</b>		
	Delilah Bisase, Public Health Nutrition Manager		
<b>Item</b>	<b>Outcome</b>		
1. Call to Order	Shirley King, Chair, 1 PM a. Welcome & Guest/Member Introductions b. Confirmation of quorum (Three): (Quorum achieved)		
2. Statement of (Just Cause) and/or Consideration of a Request to participate Remotely (emergency circumstances) by a Council member, if applicable	No action taken.		
3. Standard Business	a. Public Comments/Announcements: Members or non-members: None b. Approval of January 7, 2026, Meeting Minutes (Action) M/S – Bradlyn Mulvey/Jacqueline Simon: Unanimous Vote		
4. General Discussion	<p>Delilah Bisase reported that she distributed the Fall Prevention placemats to the following sites (Jewish Family Service JFS; Salvation Army SA):</p> <ul style="list-style-type: none"> <li>• Door of Hope (JFS) - 30 mats on 01/20/26</li> <li>• El Cajon (JFS) - 400 mats for breakfast and lunch</li> <li>• Chula Vista (SA) - 200 mats on 01/14/26</li> <li>• Oceanside (SA) - 50 mats on 01/30/26</li> <li>• LBGTQ (JFS) - 65 mats on 02/6/26</li> <li>• Bayside (JFS) - 65 mats on 02/03/26</li> </ul> <p>Delilah suggested the future topic for the mats to be Nutrition as it relates to fall prevention emphasizing hydration, muscle strength, Vitamin D, calcium and vision. The members worked with Delilah to finalize the survey that Delilah will distribute to the sites. The brief survey will evaluate the importance of the topic and the clarity of the messages on the placemats. The questions are:</p> <ul style="list-style-type: none"> <li>• Would you like more information on this topic or other topics? (Y/N) If yes, what other topics?</li> <li>• Were any words or parts confusing? (Y/N) If, yes, which ones?</li> <li>• Which, of any of these safety tips would you follow? i. Add light switches at the top and bottom of stairs; ii. Get your vision checked annually; iii. Wear non-skid rubber-soled, low-heeled shoes; iv. Other.</li> </ul> <p>Surveys will be distributed to the leads at Salvation Army and Jewish Family Service 02/09/26 to 02/20/26 and collected 02/23/26 - 03/03/26. Jackie Simon agreed to pick up from Oceanside. The members will review the responses at the next meeting. Shirley will invite Carolyn Kendle, Health Promotions, to attend the next meeting to discuss how funding from Trauma Education and Research Foundation, if applied for, could be utilized for future designs of placemats.</p>		

5. Next Meeting	March 4, 2026, at 1:00 PM
6. Adjournment	Meeting adjourned at 1:55 PM

Respectfully submitted by Shirley King

**Aging & Independence Services Advisory Council**  
**Monday, February 9, 2026 | 12:00 p.m. – 2:00 p.m.**  
**5560 Overland Avenue, 3<sup>rd</sup> Floor, Joaquin Anguera Room, San Diego, CA 92123**

**Call in: 1 (619) 343-2539**  
**Meeting ID (access code): 224 849 240 117 | Passcode: eg7c5Wr2**

**MINUTES - DRAFT**

	<b>Members</b>	<b>Absent Members</b>	<b>Guests</b>	
<b>Attendance:</b>	Antoinette Alioto Brett Bergmann Sabrina Bishop Paige Colburn-Hargis Shelia Coulbourn Faye Detsky-Weil Stephen Huber Rhys Jones Ted Kagan Mina Kerr Shirley King Dennis Leggett Elaine Lewis Mikie Lochner Susan Mallett	Silvia Martinez Dan McNamara (joined at 12:31 p.m.) David Milroy Bradlyn Mulvey (virtual) Molly Nocon (left at 1:30 p.m.) Maureen Phillips Taryn Patterson Jacqueline Simon (joined at 12:17 p.m.) Smith Sirisakorn Wanda Smith	Cristin Whittaker	Denise Bernal (virtual) Mr. & Mrs. Cesar B. Javier Thomas Johnson Deepti Kurup (virtual) Veronica Mitchell Kim Pelger (virtual) Shantella Slaten (virtual) Ariel Shorter (virtual) Reva Subra (virtual) Linda Strohl
	<b>Staff</b>			
	Allison Boyer Kendall Bremner Elsa Caprioglio Wendy Garcia Samantha Hasler Jana Jordan	Julie Lara Priscilla Miranda Abigail Salud Jennifer Sovay Brynn Viale Long Emily Zaravia		
	<b>Outcome</b>			
1. Call to Order	Susan Mallett Chair, 12:06 p.m. a. Welcome & Pledge of Allegiance b. Guest/Member Introductions c. Confirmation of Quorum: <b>23 present at this time.</b>			
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member, if applicable.				
3. Standard Business	a. Public Comment/Announcements: Members or non-members b. Approval of January 12, 2026, Meeting Minutes (Action)* <b>[M/S – J. Simon / T. Kagan (Passed with 24 votes.)]</b>			
4. AIS Director's Items	a. AIS Director's Update b. Legislative Update i. SB 707 - Brown Act Update			

<p>5. Guest Speakers</p>	<p>a. In-Home Supportive Services Overview  <i>Julie Lara, Program Specialist II</i>  Highlights included:</p> <ul style="list-style-type: none"> <li>o Objectives</li> <li>o What is the IHSS Program?</li> <li>o Eligibility Requirements</li> <li>o IHSS Public Authority</li> <li>o IHSS Application Process</li> <li>o IHSS Reassessment Process</li> <li>o IHSS Staff &amp; Locations</li> <li>o IHSS Population</li> <li>o Monthly Averages</li> <li>o What's New</li> </ul>
<p>6. Executive &amp; Membership Subcommittee Report/Other Business</p>	<p>a. Chair's Report: Susan Mallett, Chair</p> <ul style="list-style-type: none"> <li>i. Subcommittee Appointments and Updates <ul style="list-style-type: none"> <li>a) Convene the Area Plan Ad Hoc Subcommittee (Action) <ul style="list-style-type: none"> <li>- Role: Review and provide input into the 2026-27 Area Plan Update</li> <li>- Term: February 9, 2026, through approval of the 2026-27 Area Plan Update</li> <li>- Membership: Paige Colburn-Hargis, Elaine Lewis, Susan Mallett, Maureen Phillips, and Jacqueline Simon</li> </ul> </li> </ul> </li> </ul> <p><b>[M/S – S. King / T. Kagan (Passed with 24 votes.)]</b></p> <p>b. Membership Report: Jacqueline Simon, Secretary</p> <p>c. Board of Supervisors Annual Visits (Dates posted as confirmed):</p> <ul style="list-style-type: none"> <li>i. District #1: Aguirre [Vacant/Vacant] 2/12/2026</li> <li>ii. District #2: Anderson [Phillips/Nocon] 2/26/2025</li> <li>iii. District #3: Lawson-Remer [King/Colburn-Hargis] 1/28/2026</li> <li>iv. District #4: Montgomery Steppe [Bishop/Milroy] 10/11/2024</li> <li>v. District #5: Desmond [Vacant/Vacant]</li> </ul>
<p>7. Ancillary Subcommittee Oral Reports (Possible action)</p>	<p>a. LTC Ombudsman/Facilities (met 02/09/26): Elaine Lewis, Chair</p> <ul style="list-style-type: none"> <li>• E. Lewis shared that a guest joined by phone and will join future meetings as a non-voting member and discussed misunderstandings about the LTCOF office clarifying its advocacy role versus enforcement while working to increase volunteers.</li> <li>• Subcommittee also discussed the lack of awareness around family councils in LTC facilities, noting facilities should post more information and that the committee will work with facilities and the county to increase awareness and recruit volunteers.</li> </ul> <p>b. Healthy Aging (met 01/12/26): Wanda Smith, Chair</p> <ul style="list-style-type: none"> <li>• W. Smith shared that P. Colburn Hargis spoke about the trauma center at Scripps, including the types of falls, traumas, and head injuries they see.</li> <li>• D. McNamara, who works for Sharp, will present at this afternoon's meeting about Sharp's fall and related information.</li> </ul> <p>c. Affordability in Aging (met 02/09/26): David Milroy, Chair</p> <ul style="list-style-type: none"> <li>• D. Milroy shared they are looking forward to a Housing presentation in the coming months and have prepared five questions.</li> <li>• Two guests joined the meeting to discuss their living situations and may follow up with Supervisor Monica Montgomery Steppe's office.</li> <li>• The subcommittee plans to bring two proposed letters to the council for approval regarding Section 8 and Medi-Cal funding.</li> <li>• S. Sirisakorn shared that the county should keep the housing waitlist open so the scale and need for housing in San Diego is visible and noted this would be included in one of the letters supporting keeping the waitlist open.</li> </ul> <p>d. Nutrition (met 02/04/26): Shirley King, Chair</p>

	<ul style="list-style-type: none"> <li>• S. King shared that the new fall prevention nutrition placemat has been distributed to six sites through AIS's PHN Manager, with 700 copies distributed so far, and a survey is being sent to gather feedback.</li> <li>• Plans to meet with AIS's Community Health Program Specialist next month to discuss additional ideas for the placemats.</li> </ul>
8. Other Announcements	a. California Senior Legislature Elections*
9. Adjournment & Next Meeting	<p>Meeting adjourned: 2:02 p.m.  Next Council Meeting: March 9, 2026, 12:00 p.m.</p> <p><b>Future Subcommittee Meetings:</b></p> <ul style="list-style-type: none"> <li>➤ Healthy Aging: 02/09/26 2:15 p.m.</li> <li>➤ Executive &amp; Membership: 02/24/26 9:00 a.m.</li> <li>➤ Nutrition: 03/04/26 1:00 p.m.</li> <li>➤ Affordability in Aging: 03/09/26 10:30 a.m.</li> <li>➤ LTC Ombudsman/Facilities: 03/09/26 10:30 a.m.</li> </ul>

*Minutes respectfully submitted by Kendall Bremner*

CSA 128 1/6/2026

COOSD CLERK OF THE BOARD  
2026 FEB 24 PM 1:01

Attending: Rolland Slade, Carl Kasimatis, Tina Carlson, Joe Diehl, Kelly Daniels, Chris Pierson, Kellie Surgeon, Helena Villegas and Jakayla Daniels

Absent: none

Remote participation: none

Guests: none

- I. The meeting was called to order at 6:33pm by Chair Rolland Slade
- II. Public Communication  
None
- III. Minutes of 11/4/25 M: Chris P. S: Carl K. Approved
- IV. Park and Recreation Staff reports:
  - a. Kelly:
    - i. Budget: we are on track; 50% spent.
    - ii. One wall at the community center may have mold, we are going to replace the drywall.
    - iii. Some flooring in the Kitchen area will be repaired.
  - b. Joe:
    - i. We are still fighting graffiti in all parks, especially Sweetwater Lane, it has been hit several times in the last few weeks.
    - ii. Storm damage was significant; we were doing all the cleanup.
    - iii. Tree came down at Sweetwater Lane.
    - iv. Lamar was cleaned up and shrubs were planted in the back; 60 yards of wood chips were placed.
    - v. Fence at the community garden will be fixed.
    - vi. Irrigation at Estrella Park was vandalized and repaired.
    - vii. Front fence at Lamar was taken out and will be fixed this week.
    - viii. Water main at Goodland Acers was broken and repaired.
  - c. Jakalya:
    - i. Floors have been redone in the gym.
    - ii. Pads in the gym will be replaced.
    - iii. New youth classes have been added; pee wee classes are filling up.
    - iv. New Men's league rentals on Saturdays and Fridays.
    - v. Adult basketball will start.
    - vi. Fields are all full for Spring rentals.

- d. Helena:
  - i. It's been slow at the center, today was our first day back from winter break.
  - ii. Our Ring and Run was very successful with 13 children from 3 families.
  - iii. Going camping at Sweetwater Summit 1/17 & 18.
  - iv. Working on Fun, Food & Film programs.
  - v. Continuing with Triva Thursdays.
- e. Kellie:
  - i. November, we had ROV.
  - ii. At Thanksgiving camp, we had 8 participants, SDSU hosted one day.
  - iii. December, winter camp, we had 28 participants.
  - iv. At the Winter Fest, we had 260 participants, with Santa on hand.
  - v. We are doing good on rentals.
  - vi. Tree event will be this Saturday; 90 people will be getting 250 trees. Next tree event will be February 7<sup>th</sup> and must register to get a free tree.

V. PLDO – no update, balance is the same.

VI. Old Business –  
Fence at Bancroft Park/Bancroft Ranch House – \* Not being funded, we will leave under old business so we can follow to see if funding will become available no update. Lighting at Lamar Park, Parks will be applying for CDBG for more lighting in the park. PLDO Priority List, was approved Tina will update and send to Rolland foe submittal.

VII. New Business: none

VIII. Announcements: none

IX. Adjournment at 7:27 pm. M: Carl K. S: Chris P. All in Favor.



## PARKS ADVISORY COMMITTEE

January 9, 2026

Members Present	Members Absent	Staff Present	Public Present
<b><u>In-Person</u></b> Doug Goad, Chair, District 3 Rob Hutsel, Vice-Chair, District 3 Susan Hector, District 4 Paul Davis, District 5 Jeffry Jones, District 2 Nicole Honstead, District 2		Jason Hemmens, Administration Cynthia Robles, Administration Elisa Jazo(virtual), PODS Mark Kieser, Development Emmet Aquino, Development Jennifer Spencer, Development	Ed Stovin Ashor Petkevich

### MEETING MINUTES

1. CALL TO ORDER – 9:06 AM
2. REMOTE PARTICIPATION DISCLOSURE
  - None
3. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK
  - None
4. APPROVAL OF THE MEETING MINUTES
  - MOTION TO APPROVE the November 14, 2025, meeting minutes – The Chair presented the minutes for review. Upon motion, duly made by committee member Davis and seconded by Vice-Chair Hutsel, the Board unanimously approved the minutes as presented. No amendments were proposed.
5. COMMITTEE MEMBER COMMENTS ON ANY ITEM NOT ON TODAY'S AGENDA
  - Committee member Davis mentioned the 250<sup>th</sup> anniversary of the United States and inquired the Board if it would like to plan an event in relation to celebrations.
  - Committee member Hector recognized the Parks and Recreation Department on a successful restoration project in Vallecito Stagecoach Station and acknowledged the Department for their leadership on the project.
  - Chair Goad mentioned and expressed gratitude for Supervisor Desmond's 2-million-dollar allocation to an equestrian staging area in Bonsall.
  - The Board discussed the Chair sending a letter to Clerk of the Board in support to continue the efforts on the Off-Road Vehicle Park Feasibility Study.

**6. DEPARTMENT REPORT**

Jason Hemmens, Director, gave the department report, which included notifications about the following upcoming items related to Parks:

- Brown Act teleconferencing guidelines changes and updates.
- Bureau of Land Management and Allied Climbers of San Diego update.

**7. DPR ITEM PRESENTATIONS**

- Off-Road Vehicle Park Feasibility Study – Emmet Aquino, Park Project Manager, Jen Spencer, Senior Park Project Manager, and Mark Kieser, Senior Park Program Manager gave a presentation on Off-Road Highway Vehicle Park Feasibility Study. The presentation included information regarding the background, road map, summary of goals, community outreach, design guidelines, conceptual designs and next steps.

**8. ADJOURNMENT – 10:16 AM**

- MOTION TO ADJOURN - Committee Member Honstead, 2<sup>nd</sup> by Committee Member Davis. ALL IN FAVOR – 6-0-0



**PARKS ADVISORY  
COMMITTEE**

**November 14, 2025**

<b>Members Present</b>	<b>Members Absent</b>	<b>Staff Present</b>	<b>Public Present</b>
<b><u>In-Person</u></b> Doug Goad, Chair, District 3 Rob Hutsel, Vice-Chair, District 3 Susan Hector, District 4 Paul Davis, District 5 Jeffrey Jones, District 2 Nicole Honstead, District 2		Jason Hemmens, Administration Cynthia Robles, Administration Elisa Jazo(virtual), PODS Lidor Shuster, Finance Johanna Contreras, Operations Kiran Seibel, Resource Management Shannon Quigley-Raymond, Resource Management David Moniz, Operations Sean Hill, Operations	

**MEETING MINUTES**

1. CALL TO ORDER – 9:01 AM
2. REMOTE PARTICIPATION DISCLOSURE
  - None
3. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK
  - None
4. APPROVAL OF THE MEETING MINUTES
  - MOTION TO APPROVE the October 10, 2025, meeting minutes – committee member Husel, 2<sup>nd</sup> by committee member Davis. ALL IN FAVOR – 6-0-0
5. COMMITTEE MEMBER COMMENTS ON ANY ITEM NOT ON TODAY’S AGENDA
  - Committee member Honstead expressed concern regarding lighting and safety at Lindo Lake Couty Park, specifically in the skating area.
  - Committee member Hutsel gave an update on the purchase of the fifty-eight-acre property where Mildred Falls is located and how the purchase was completed and shared plans for the property as well as potential anticipated challenges.
6. DEPARTMENT REPORT  
 Jason Hemmens, Director, gave the department report, which included notifications about the following upcoming items related to Parks:

- On November 8<sup>th</sup>, Department of Parks and Recreation in partnership with the County's Employees Resource Group "VALOR" hosted the 10<sup>th</sup> Annual Warrior Hike Challenge at El Capitan County Preserve. Over four hundred hikers participated, the majority being veterans and active duty.
- Green Friday Weekend will be taking place November 28<sup>th</sup> through the 30<sup>th</sup> offering free outdoor activities across the region in participating in County parks. Activities will include a hiking stick workshop, tree planting, rebuilding, repainting, cleanups amongst other fun activities.
- A donation was made from the San Diego Padres and the Miracle League of San Diego and a field in San Dieguito County Park will be named after the San Diego Padres, a ribbon cutting event will be scheduled for late January or early February 2026.

#### 7. DPR ITEM PRESENTATIONS

- Dictionary Hill Preserve – Kiran Seibel, Group Program Manager, David, Moniz, Region Manager and Sean Hill, Chief gave a presentation on Dictionary Hill Preserve, the presentation included information on the background of the preserve, habitat restoration, trails, a draft of the trail plan, on site events and the next steps for the preserve.
- Ramona Grasslands Preserve Trail Reroute Update – Shannon Quigley-Raymon, Land Use/Environmental Planner, and David, Moniz, Region Manager gave an update on the Ramona Grasslands Preserve trail reroute. The presentation included information on the project location and existing trail, objectives and approach, reroute overview, construction update and the next steps for the project.
- Park User Fees Increase – Lidor Shuster, Finance Chief and Johanna Contreras, Deputy Director gave a presentation on an increase in the County of San Diego parks user fees. The presentation included information on the background of user fees, the changes, comparisons with nearby counties fees and the plan for outreach and communications plan.

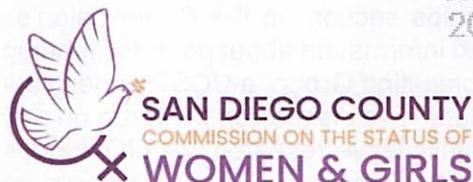
#### 8. APPROVAL OF CANCELATION OF DECEMBER 2025 MEETING

- MOTION TO CANCEL DECEMBER MEETING - Committee Member Hutsel, 2<sup>nd</sup> by Committee Member Davis. ALL IN FAVOR – 6-0-0

#### 9. ADJOURNMENT – 10:16 AM

- MOTION TO ADJOURN - Committee Member Hutsel, 2<sup>nd</sup> by Committee Member Davis. ALL IN FAVOR – 6-0-0

COSD CLERK OF THE BOARD  
2026 MAR 5 PM12:29



Chair  
Kristine Custodio Suero

Vice Chair  
Kelly Jenkins-Pultz  
Rohida Khan  
Idara Ogunsaju

District 1, Aguirre  
Vacant  
Monica Martinez

District 2, Anderson  
Mary Davis  
Vacant

District 3, Lawson-  
Remer  
Kimberly Keen  
Kristine Custodio Suero

District 4, Montgomery  
Steppe  
Idara Ogunsaju  
Vacant

District 5, Desmond  
Rohida Khan  
Amy Nantkes

Members At-Large  
Kelly Jenkins-Plutz  
Vernita Gutierrez  
Vacant

Chiara Leroy,  
Staff Assistant

Miranda Hart,  
Deputy County Counsel

**Executive Board Committee**  
**Meeting Minutes**  
**February 11, 2026**  
**1:00 PM**

The meeting began at 1:11 pm at the Rancho Bernardo Library located at 17110 Bernardo Center Dr., San Diego, CA 92128. There were no members of the public in attendance, in person or online.

**Attendance**

In Person

Chair Kristine Custodio Suero (KCS)  
Vice Chair Kelly Jenkins Pultz (KJP)  
Vice Chair Rohida Khan (RK)

Online

Vice Chair Idara Ogusaju (IO)

The Commission meeting focused on updates and planning for various initiatives, including policy and governance matters, civic engagement, and upcoming events. RK and IO discussed updates to the Standard Operating Procedures (SOPs), including the removal of the partnership section and the addition of relevant websites for resources. The group reviewed a proposal from Triton Consulting Group for policy work related to paid family leave, which Idara agreed to follow up on. KJP shared plans for upcoming speakers and events, including a Youth Summit and a Women's History Month panel discussion. The group also discussed the status of new member orientations and the need to finalize the annual report for submission to the Board of Supervisors.

**Policy & Governance Committees**

IO and RK provided updates on the Policy and Governance Committees, respectively. The team reviewed and updated various sections of the SOPs, including adding websites for resources, clarifying internal and external communication protocols, and revising the partnership section to emphasize collaboration over formal partnerships. Discussion ensued about the future of the committee after finalizing the SOPs, considering dissolution and potential reformation as needed. The conversation ended with a brief mention of internal management funding, which would be discussed further with the entire Commission.

The group discussed updates to an operations document shared by Commission Gutierrez, including the removal of partnerships section on the Commission's website and clarification of presentation selection process. KCS shared information about potential funding opportunities through Board of Supervisors grants, noting that Triton Consulting Group, a UCSD undergraduate student group, could help research paid family leave policies and data. The discussion centered on a proposal from Max Vroemen regarding demographic analysis and paid family leave research, with IO suggesting the need to review the proposal and discuss it with the policy committee. The group discussed paid family leave, with KCS planning to agendize it for the March 6, 2026 meeting and IO agreeing to meet with Max Vroemen to gather more information.

### **Civic Engagement Committee**

The group covered civic engagement initiatives, including plans for a youth summit workshop and potential collaboration with the Girl Scouts. KJP reported that Melissa Jones from the San Diego Women's History Center will be the guest speaker for March, and they discussed the possibility of a panel discussion on Women's Equality Day focusing on the evolution of democracy and women's rights. The group discussed potential speakers and topics for upcoming meetings, including Lindsay Lupo of Point Loma Nazarene University as a possible co-moderator for a webinar on Women's Equality. The Civic Engagement Committee planned to invite speakers on economic development/mobility and financial literacy, as well as experts on human trafficking and healthcare. The group also considered scheduling speakers for April, May, and June, with a focus on gender-based violence and harassment (GBVH) for April. Additionally, they discussed the importance of educating young people about human trafficking and sextortion, with IO sharing her recent experiences teaching middle school students about these issues.

The group discussed the March 6, 2026 regular monthly meeting agenda and would agendize Women's History Month and potential recognition and a discussion about SOPs. The draft meeting agenda is due by February 18, 2026. The meeting will feature a speaker who will present for 10-15 minutes followed by Q&A, and commissioners were asked to email agenda items to KCS for the March 6, 2026 meeting.

### **New Committee Member Orientations**

IO will reach out to recently appointed Commissioners Amelia Tsering and Daniela Perez to schedule their online orientations and welcome them to the committee. KCS mentioned that Daniela is the executive director of MANA of San Diego and expressed interest in collaborating with her on youth engagement initiatives. KCS expressed the hope that the new Commissioners will complete their online orientation in time to be officially seated for the March 6, 2026 meeting.

### **Annual Report Review and Planning**

The group discussed several key items including vacant district appointments, upcoming CSW 70 participation, and the annual Board of Supervisors report. KJP presented a draft annual report, which IO reviewed and added details about partner organizations. The group agreed to review and provide comments on the draft report by February 18, 2026 for discussion at the March 6, 2026 meeting. They also discussed the need to clarify the submission process for the annual report to the Board of Supervisors, as this has been unclear in previous years. Additionally, KCS announced she would follow up with Cipriano regarding recognition of outstanding women in the region at the upcoming Board of Supervisors March meetings.

### **Chair/Commissioner Announcements**

The group discussed an upcoming VIP Career Mixer hosted by the University of San Diego on March 3, 2026 at 5:30 pm which involved student networking event, though the exact role of the Commissioners was still unclear; KCS is waiting for a response from the event coordinator and will apprise the group accordingly. The group discussed setting the next Executive Committee meetings for the next two months on March 13, 2026 and April 10, 2026 at 1 p.m. at the Rancho Bernardo Library, pending confirmation by KJP.

Meeting adjourned at 2:12 pm.

## **2025 Annual Report of the San Diego County Commission on the Status of Women and Girls (CSWG)**

### **Overview**

In 2025, the San Diego County Commission on the Status of Women and Girls advanced its statutory mandate to promote gender equity, support implementation of the County's CEDAW Ordinance, and elevate issues affecting women and girls across the region. The Commission engaged in policy oversight, community partnership development, and internal capacity-building while navigating structural challenges related to transparency, staffing, and resource limitations.

### **Key Achievements**

#### **1. CEDAW Implementation Support**

The Commission dedicated significant effort to supporting and monitoring the County's first **Baseline Intersectional Gender Analysis**, led by the Office of Equity & Racial Justice (OERJ) and contractor HR&A Advisors.

#### **Major actions:**

- Raised concerns regarding **transparency, timelines, and access to draft materials.**
- Identified issues related to **data consistency, immigration related data collection, and departmental reporting gaps, related data collection-related data collection**
- Adopted a **Resolution Urging Transparency in CEDAW Implementation**, receiving strong community support.
- Inquired into possibility of a **Closed Session** with County Counsel and clarified confidentiality and review protocols.

These actions reinforced the Commission's statutory supportive role and emphasized the need for clear, collaborative processes as the County moves toward CEDAW-aligned action planning.

#### **2. Community Engagement & Public Education**

The Commission expanded its visibility and partnerships through targeted outreach and educational initiatives.

#### **Highlights:**

- Supported **Human Trafficking Awareness Month** activities and staff training.
- Participated in community events such as **San Diego County Office of Child Support's Super Saturday** event and Women's History Month activities.
- Strengthened relationships with local organizations including **the City of San Diego Commission for Women**, the **Mid-City Community Action Network**, the **Kim Center for Social Balance**, **San Diego Workforce Partnership**, **San Diego for Every Child**,
- Engaged with statewide leaders at the **California Commission for Women and Girls**, **Mount St. Mary's University** and the **Association of California Commissions for Women**.
- Commissioners gathered and shared information to further the interests of San Diego women and girls and participated in convenings as varied as the UN Commission on the Status of Women's 69<sup>th</sup> session (CSW69, New York), **San Diego and National Taskforces on Human Trafficking**, the **Lawyers Club**, the **Tradeswomen Build Nations Conference**, and the **Anniversary of the Civil Rights March in Selma, Alabama**.
- Outreach to students at **San Diego State University**, the **University of San Diego** and **Point Loma Nazarene University**.

These efforts increased public awareness on topics of gender-based violence and harassment, child-care, employment and training needs, immigration concerns, and broader gender equity issues. Commission meetings connected the Commission with community-based organizations and national leaders already advancing aligned work and showcased the strength of women leaders and organizations in San Diego County based organizations.

### **3. Policy Exploration & Committee Work**

Committees advanced several policy and governance priorities.

#### **Policy Committee**

- Explored issues including paid family leave, caregiving infrastructure, and immigration-related concerns.
- Fostered connections with organizations involved in areas of focus including San Diego for Every Child, Children First Collective, Child Development Associates, and YMCA Childcare Resources Center

- Reviewed the CEDAW ordinance and identified areas for future policy recommendations.

#### **Governance Committee**

- Developed **Standard Operating Procedures** to support consistent internal processes.
- Monitored the long pending **bylaws revision**, which remained under County review throughout 2025.-pending

#### **Civic Engagement Committee**

- Led commissioner recruitment reviews.
- Advanced outreach and public education initiatives.

#### **4. Strengthening Commission Capacity**

The Commission worked to stabilize membership and leadership amid ongoing vacancies.

##### **Key developments:**

- Appointment of **Kimberly Keen** by Supervisor Terra Lawson-Reemer in District 4
- Appointment of **Kelly Jenkins-Pultz** by the Board of Supervisors as an At-Large Commissioner.
- Recommendation of **Amelia Tsering** for an At-Large Commissioner appointment in early 2026.
- Unanimous reelection of **Chair Kristine Custodio Suero** and approval of a **three Vice Chair leadership structure** to increase capacity.-election of **-Vice-Chair leadership structure**
- Continued efforts to fill vacancies in Districts 1, 2, and 4.

These steps positioned the Commission for stronger operational continuity in 2026.

#### **5. Regional & Statewide Leadership**

The Commission maintained active engagement with statewide and national partners.

##### **Notable activities:**

- Participation by **Commissioner Monica Martinez** in the **United Nations Commission on the Status of Women (UN-CSW)** delegation.

- Provided input on the merger of the **San Diego Women’s History Museum** into the **San Diego History Museum’s Center for Women’s History**.
- Participation in the **California Commission on the Status of Women and Girls’ Convening of Commissions** and celebration of the 10<sup>th</sup> anniversary of the **California Fair Pay Act**.
- Engagement with the **Association of California Commissions for Women (ACCW)** and **National Association of Commissions for Women**.

These relationships expanded the Commission’s understanding of aligned local efforts for broader gender equity initiatives.

### **Challenges Identified**

#### **1. Transparency & Communication**

The CEDAW report process revealed gaps in communication, document access, and clarity around confidentiality requirements.

#### **2. Resource Constraints**

The Commission continued to operate without a dedicated budget and with limited staff support, affecting its ability to host public forums throughout the County and attend conferences and meetings throughout the country.

#### **3. Quorum & Attendance**

With several vacancies on the Commission, quorum for a full Commission meeting was as low as five Commissioners, which inhibited multiple Commissioners from participating in outside meetings without triggering a full convening of a Commission meeting. Also, in-person meeting requirements impacted Committee level quorum and limited the Commission’s ability to advance policy recommendations.-level quorum

#### **4. Administrative Delays**

Several changes in administrative staffing for the Commission resulted in prolonged delays in moving forward needed updates to bylaws and standard operating procedures.

### **Priorities for 2026**

#### **1. Strengthen CEDAW Implementation**

- Ensure timely access to the Baseline Analysis.

- Support development of the County's CEDAW Action Plan.
- Establish clear communication and review protocols with OERJ and County Counsel.

## **2. Expand Community Partnerships**

- Increase collaboration with organizations serving women and girls, particularly those focused on youth leadership and gender-based violence and harassment.
- Enhance public education on gender equity issues.

## **3. Improve Internal Capacity**

- Finalize bylaws revisions.
- Fill remaining vacancies.
- Implement Standard Operating Procedures.
- Strengthen committee structures to ensure quorum.

## **4. Increase Visibility & Impact**

- Expand presence at Board of Supervisors meetings.
- Develop clear processes for statements, recommendations, and public engagement.

## **Conclusion**

In 2025, the Commission advanced critical gender equity work while navigating complex structural and operational challenges. The foundation laid this year—particularly in CEDAW support, community engagement, and internal capacity building—positions the Commission to play a more strategic and impactful role in 2026 as the County moves toward implementing its first gender equity action plan.

**SAN DIEGO COUNTY COMMISSION ON THE STATUS OF WOMEN AND GIRLS**

**BYLAWS**

Revised March 6, 2026

**SAN DIEGO COUNTY COMMISSION ON THE STATUS OF WOMEN BYLAWS**

Revised November, 2006

**ARTICLE I**

**Purpose and Authority**

**Section A: Establishing Authority**

The San Diego County Commission on the Status of Women and Girls (“Commission”) was established by the San Diego County (“County”) Board of Supervisors on May 26, 1970. The Commission’s establishing authority is found in the San Diego County Administrative Code, Article IV Section 85, and it operates under Board Policy A-74.

**Section B: Purpose**

The County of San Diego Board of Supervisors ~~of the County of San Diego~~ declares that it is the policy of the County to take action to identify needs and problems of women in the County that are affected by public policy decisions; and furthermore, to eliminate the practice of discrimination and prejudice on the basis of sex within the County. ~~In order to~~ To promote this policy and to provide an open forum for discussion and action, there is hereby established a San Diego County Commission on the Status of Women and Girls in the Chief Administrative Office. (Article IV Section 85.)

**Section C: Lack of Affiliation**

The Commission on the Status of Women and Girls is a non-partisan, non-sectarian, non-profit making organization. It does not officially take part in, nor lend its influence to, any political issues.

**Section D: Advisory Capacity**

The Commission ~~on the Status of Women~~ acts in an advisory capacity to the County Board of Supervisors only. It is not empowered by ordinance, establishing authority, or policy to render a decision of any kind on behalf of the County of San Diego or its appointed or elected officials.

**ARTICLE II**

**Membership, Term of Office, Vacancies**

**Section A: Selection of Members**

1. Each Supervisor shall appoint two members to the Commission all of whom shall be residents of the County of San Diego. (Article IV Section 85.1.)
2. The Commission shall have the authority to nominate up to three additional members for appointment by the County Board of Supervisors, ~~in order to assure promote~~ comprehensive and balanced representation. These members are designated ~~“at-large members.”~~ (Article IV Section 85.1.)

**SAN DIEGO COUNTY COMMISSION ON THE STATUS OF WOMEN AND  
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**Revised March 6, 2026**

**Section B: Number of Members**

1. The Commission is limited to 10 Board of Supervisor–appointed members and 3 at- large members in accordance with the establishing authority. (Article IV, Section 85.1.)
2. The Commission may appoint up to three advisors who, although acting in an unofficial capacity, through their qualifications, experience, and leadership ~~are in a position to can~~ offer advice to the Commission on issues related to the status of women and girls. ~~The number of advisors is limited to three advisors.~~

**Section C: Terms of Office (Article IV Section 85.3.)**

1. Supervisorial District Appointees: Each Commissioner's term shall expire on the date of expiration of the current term of the appointing ~~member of the Board of Supervisors~~, or at such time as ~~s/he~~ the Commissioner ceases to hold office, whichever occurs first. Any Commissioner whose term expires ~~ed~~ may continue to discharge ~~her~~ their duties as a Commissioner until ~~her~~ a successor is qualified and appointed ~~and qualified~~. The reelection of a member of the Board of Supervisors for a succeeding term shall not automatically extend the term of any member of the Commission.
2. At-large members shall serve a two-year term beginning April 1 and ending March 31.
3. Commissioners shall be appointed for no more than two consecutive terms. For purposes of this limitation, a term shall include any appointment to fill a vacancy for one- half or more of a term.

**Section D: Vacancies and Recruitment (Article IV, Section 85.4.)**

1. A vacancy shall occur on the happening of any of the following events before the expiration of the term:
  - a. ~~(1)~~ The death of the incumbent,
  - b. ~~(2)~~ The resignation of the incumbent,
  - c. ~~(3)~~ The ceasing of the incumbent to be a resident of the San Diego County of San Diego, or
  - d. ~~(4)~~ Absence from more than one-third of the regular scheduled meetings in any 12-month period or three consecutive meetings.
2. When a vacancy occurs as the result of missing ~~one-third~~ of regularly scheduled meetings in one 12-month period or three consecutive regular meetings:
  - a. ~~(1)~~ Both the member and the appointing Supervisor shall be notified.
  - b. ~~(2)~~ Vacancies shall be filled by the appointing Supervisor.
  - c. ~~(3)~~ At-~~L~~Large members: The Chair will notify the at-large member of her removal. The Commission is authorized to nominate a new member for appointment by the County Board of Supervisors.
3. ~~Midterm vacancy~~ Vacancy within a term: New appointees shall serve for the unexpired term of the member being replaced.

**SAN DIEGO COUNTY COMMISSION ON THE STATUS OF WOMEN AND  
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4. Commissions are encouraged to continually recruit diverse women living anywhere within San Diego County who will contribute positively to the work of the Commission.
5. For the purpose of the bylaws, "Recruit" means:
  - a. ~~(1)~~ Educate members of other women's groups,
  - b. ~~(2)~~ Invite individuals or delegates of a group of Commission meetings,
  - c. ~~(3)~~ Invite individuals/delegates to join the Commission's sub-committees,
  - d. ~~(4)~~ Encourage filing of applications with Clerk of the Board of Supervisors and submission of resumes to Commission, and
  - e. ~~(5)~~ No promises are made of a position on the Commission or its sub-committees.

**ARTICLE III**

**Duties of the Commission, Commissioners, and Administrative Staff**

**Section A: Duties of the Commission**

The Commission shall have the power and duty to:

1. Study and evaluate County Charter provisions, ordinances, policies and proposed policies, and their implementation to determine if there are instances of gender-based discrimination against any person because of sex women and girls.
2. Cooperate with Federal, State, County, City and other public agencies and refer to the respective agencies any matters, disputes, or controversies already in the jurisdiction of their existing powers, with the intent that duplication of efforts should be avoided. The Commission may initiate investigations of such matters and make recommendations to such agencies.
3. Study areas of possible discrimination as they pertain to women's and girl's lives and needs including but not limited to:
  - a. ~~(1)~~ Employment opportunities,
  - b. ~~(2)~~ Education opportunities,
  - c. ~~(3)~~ Medical and health services,
  - d. ~~(4)~~ Legal services,
  - e. ~~(5)~~ Credit and loan policies and practices,
  - f. ~~(6)~~ Criminal justice policies and procedures,
  - g. ~~(7)~~ Housing and transportation facilities,
  - h. ~~(8)~~ Child care needs,
  - i. ~~(9)~~ Human care services, and
  - j. ~~(10)~~ Business and financial opportunities.;
4. Conduct workshops for County personnel and community groups to explore specific subject areas and improve relationships.
5. Conduct public hearings dealing with matters before the Commission.

**SAN DIEGO COUNTY COMMISSION ON THE STATUS OF WOMEN AND  
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6. Utilize County resources and facilities to accumulate information ~~for the purpose of~~ furthering the Commission objectives, of this Commission.
7. Prepare and disseminate information on matters related to ~~sexual gender~~ discrimination and prejudice.
8. Formulate programs or legislation to promote and insure ~~equal equitable~~ rights and opportunities for all women and girls.
9. Provide liaison and assistance to citizen groups interested in the problems facing women and girls.
10. Apply for and administer grants from all levels of government and private sources for carrying out the functions of the Commission.
11. Annual Report: The Commission shall write, approve, and submit an annual report to the Board of Supervisors of its policies, activities, findings and recommendations.

**Section B: Duties of Commissioners**

1. Each Commissioner has the responsibility and duty to:
  - a. ~~2.~~ Attend all regularly scheduled meetings.
  - b. ~~3.~~ Accurately and timely perform any filing obligation with the Clerk of the Board.
  - c. ~~4.~~ Know all ordinances, by-laws, and rules governing the Commission.
  - d. ~~5.~~ Serve on at least one sub-committee.
  - e. ~~6.~~ Understand ~~she/he~~ they does not represent the Commission in an individual capacity or in any political activity.

**Section C: Duties of Administrative Staff (A-74)**

1. Record the minutes of all Commission meetings and file as required by Board policy.
2. Assist the chair with correspondence.
3. Maintain a list of all active Commissioners, keep the roll and certify the presence of a quorum, and advise the Clerk of the Board ~~of Supervisors~~ of membership changes.
4. Post all meeting notices in accordance with the Ralph M. Brown Act, in a publicly accessible place for 72 hours before the ~~meetings, and meetings~~ and keep a record of such posting.
5. Reproduce and distribute Commission information and minutes of all meetings.
6. Act as custodian of all Commission documents, records, books, and correspondence.

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7. Act as liaison between the Commission and other County staff.
8. Perform such other duties as may be designated by the Commission.

**ARTICLE IV**

**Officers**

**Section A: Election of Officers (Section 85.5(a))**

~~At the last meeting of each calendar year, the~~The Commission shall elect annually from its membership a Chair and no more than three Vice-Chairs.

**Section B: Term and Vacancies**

1. Term: Each officer shall serve for one year, and no more than two consecutive terms in the same office.
2. Vacancies: If an office is vacated, a new officer shall be elected within 30 days of the vacancy to serve until the term expires.

**Section C: Duties of Officers**

1. Duties of the Chair:

- a. ~~(1)~~ Provide general supervisory guidance to the Commission.<sub>z</sub>
- b. ~~(2)~~ Set the agenda of Commission meetings.<sub>z</sub>
- c. Preside over meetings.
- d. ~~(3)~~ Cancel meetings and call for special meetings as needed. <sub>z</sub>
- e. ~~(4)~~ Assign duties to the Vice-Chairs as necessary.<sub>z</sub>
- f. ~~(5)~~ Act as sole official spokesperson for the Commission, unless delegated in writing.<sub>z</sub>
- g. ~~(6)~~ Draft correspondence as directed by the Commission, or to which an immediate response is required.<sub>z</sub>
- h. ~~1.6.1.~~ Make in writing through the Chief Administrative Officer or designee any request which requires response from County management staff not readily obtainable within four hours ~~time.~~ (A-74 Section C.5)
- i. ~~(7)~~ Serve as *ex officio* member of all ~~as-hoc subcommittees, and committees and~~ meet with chairs of ~~sub~~-committees to exchange information.
- j. ~~(8)~~ Initiate strategic planning and evaluation of Commission activities.
- k. ~~(9)~~ Oversee resources.
- l. ~~(10)~~ Orient new Commissioners.
- m. ~~(11)~~ Formally send meeting invitation to potential candidates and recruits.
- n. ~~(12)~~ Submit nomination of candidates to the Clerk of the Board for ~~B~~board's consideration,

2. Duties of the Vice-Chair(s):

- a. ~~(1)~~ In the absence of the Chair, one Vice-Chair ~~agrees to will~~ assume the duties and responsibilities of that office, or they may flip a coin.
- b. ~~(2)~~ Recommends ~~sub~~committee members and other nominees for Commissioner.

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**ARTICLE V**

**Ad-hoc-Committees**

**Section A: Formation of Ad-hoc-Committees**

1. The Commission may appoint ~~ad-hoc~~ committees comprised of Commissioners and community members for the purpose of carrying out the functions and duties of the Commission. Actions and recommendations of ~~ad-hoc~~ committees shall not be deemed the action of the Commission and shall in no way bind the Commission or its members until voted on by ~~the whole a majority of members Commission~~ at a regular ~~Commission~~ meeting. (Article IV section 85.6.)
2. Committees shall consist of no fewer than three members, including at least one Commissioner who shall chair.
3. ~~The ad-hoc~~ Committees shall be formed as needed and cease to exist on completion of its assignment.
4. ~~Ad hoc committees shall consist of no fewer than three members, including at least one Commission member who shall chair.~~
5. ~~A coordinating committee comprised of the chairs of the ad hoc committees may be formed to assemble information from each ad hoc committee for presentation to the advisory committee. The Chair or a Vice Chair shall act as the chair of the coordinating committee.~~
4. Any volunteer or consulting work shall not be considered as service for or employment for the County.

**Section B: Duties and Responsibilities of Ad-Hoc-Committee Chairs**

1. ~~Ad-hoc~~ Committee chairs' duties include:
  - a. ~~1.~~ Call ~~ad-hoc~~ committee meetings and run meetings.
  - b. ~~2.~~ Keep records of all actions and reports of the ~~ad-hoc~~ committee
  - c. ~~3.~~ Submit these actions and reports to the Commission at least one week prior to the regular meeting.
  - d. ~~4.~~ Report on ~~ad-hoc~~ committee meeting and actions taken at the Commission meeting.
2. ~~An ad-hoc chair of a committee chair~~ shall not act as spokesperson for the Commission unless authorized to do so in writing as set forth above.

**ARTICLE VI**

**Organization & Procedures**

**Section A: Rules of Governance**

1. Robert's Rules of Order govern the operation of the Commission in all cases not covered by these by-laws. The Commission may formulate specific procedural rules of order to govern the conduct of its meetings.

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2. The Commission shall prepare and adopt the necessary by-laws and other rules, which may be necessary for the conduct of its business.

**Section B: Quorum and Voting**

1. A majority of members currently appointed to the Commission shall constitute a quorum.
2. ~~1.~~ Virtual attendance by Commissioners is allowed in accordance with current law.
3. ~~2.~~ An affirmative vote of a majority of members in attendance shall be required for the passage of adoption of any business or matter before the Commission.
4. ~~3.~~ Voting is on the basis of one vote per person and no proxy, telephone or absentee voting is permitted.

**Section C: Meetings**

1. Public Meetings and Notice of Agenda:

All meetings of the Commission and its ~~sub~~ committees are open to the public as required by the Ralph M. Brown Act and are held in accessible, public places. Notice and agendas of all regular Commission meetings shall be e-mailed or faxed to Commissioners and posted in a publicly accessible place for a period of 72 hours prior to the meeting. Special meetings require 24 hour notice to Commissioners and posting in a publicly accessible place for 24 hours. Notice to Commissioners may be waived if all members are present when the meeting is called. Notice will be mailed on request.

2. Regular Meetings:

A schedule of regular meetings of the Commission shall be established at the first meeting of the year, including the time, dates, and location of the meetings. ~~Sub~~ Committee meetings will be scheduled at the call of the Chair of the committee. Meetings may be adjourned to a specific place, date, and time by a majority vote.

3. Special Meetings:

Special meetings may be called by the Chair, or by not less than ~~one-third~~ the majority of the Commission members in a signed writing.

**Section D: Order of Business**

1. The regular order of business shall be: Call to order, roll call, approval of minutes, public comment, committee reports, old business, new business, adjourn. The order of business may be varied by a vote of the Commission.
2. Time may be allowed for public input prior to a decision. Individuals wishing to speak on an agenda item must submit a request to be heard in writing to the Chair prior to the item.

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3. Persons wishing to speak longer than three minutes shall request time on the agenda at least five days in advance of a scheduled meeting.
4. ~~3.~~ In addition to providing public comments in person at Commission meetings, members of the public may comment remotely via telephonic or other Internet-based service option at regular meetings. Individuals requesting to speak remotely must follow the same rules as in-person speakers.
5. ~~4.~~ No vote of the Commission shall be considered as reflecting an official position of the Commission unless passed by a majority of its quorum members present at the specific meeting when the vote was taken.

**Section E: Minutes of Meetings**

1. Minutes of meetings shall be prepared by administrative staff in the following manner:
  - a. ~~(1)~~ Minutes shall be in summarized form, except motions shall be recorded verbatim.
  - b. ~~(2)~~ Minutes of all meetings of the Commission shall be maintained for two years.
  - c. ~~(3)~~ Copies of the agenda and minutes of each meeting shall be filed with the Clerk of the County Board of Supervisors.

**SAN DIEGO COUNTY COMMISSION ON THE STATUS OF WOMEN AND GIRLS  
BYLAWS**

Revised March 6, 2026

**ARTICLE I**

**Purpose and Authority**

**Section A: Establishing Authority**

The San Diego County Commission on the Status of Women and Girls ("Commission") was established by the San Diego County ("County") Board of Supervisors on May 26, 1970. The Commission's establishing authority is found in the San Diego County Administrative Code, Article IV Section 85, and it operates under Board Policy A-74.

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The County of San Diego Board of Supervisors declares that it is the policy of the County to take action to identify needs and problems of women in the County that are affected by public policy decisions; and furthermore, to eliminate the practice of discrimination and prejudice on the basis of sex within the County. To promote this policy and to provide an open forum for discussion and action, there is hereby established a San Diego County Commission on the Status of Women and Girls in the Chief Administrative Office. (Article IV Section 85.)

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The Commission acts in an advisory capacity to the County Board of Supervisors only. It is not empowered by ordinance, establishing authority, or policy to render a decision of any kind on behalf of the County or its appointed or elected officials.

**ARTICLE II**

**Membership, Term of Office, Vacancies**

**Section A: Selection of Members**

1. Each Supervisor shall appoint two members to the Commission all of whom shall be residents of the County of San Diego. (Article IV Section 85.1.)
2. The Commission shall have the authority to nominate up to three additional members for appointment by the County Board of Supervisors, to promote comprehensive and balanced representation. These members are designated "at-large members." (Article IV Section 85.1.)

**SAN DIEGO COUNTY COMMISSION ON THE STATUS OF WOMEN AND  
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**Section C: Terms of Office (Article IV Section 85.3.)**

1. Supervisorial District Appointees: Each Commissioner's term shall expire on the date of expiration of the current term of the appointing Supervisor, or at such time as the Commissioner ceases to hold office, whichever occurs first. Any Commissioner whose term expires may continue to discharge their duties as a Commissioner until a successor is qualified and appointed. The re-election of a member of the Board of Supervisors for a succeeding term shall not automatically extend the term of any member of the Commission.
2. At-large members shall serve a two-year term beginning April 1 and ending March 31.
3. Commissioners shall be appointed for no more than two consecutive terms. For purposes of this limitation, a term shall include any appointment to fill a vacancy for one-half or more of a term.

**Section D: Vacancies and Recruitment (Article IV, Section 85.4.)**

1. A vacancy shall occur on the happening of any of the following events before the expiration of the term:
  - a. The death of the incumbent,
  - b. The resignation of the incumbent,
  - c. The ceasing of the incumbent to be a resident of San Diego County, or
  - d. Absence from more than one-third of the regular scheduled meetings in any 12-month period or three consecutive meetings.
2. When a vacancy occurs as the result of missing one-third of regularly scheduled meetings in one 12-month period or three consecutive regular meetings:
  - a. Both the member and the appointing Supervisor shall be notified.
  - b. Vacancies shall be filled by the appointing Supervisor.
  - c. At-Large members: The Chair will notify the at-large member of her removal. The Commission is authorized to nominate a new member for appointment by the County Board of Supervisors.
3. Vacancy within a term: New appointees shall serve for the unexpired term of the member being replaced.

**SAN DIEGO COUNTY COMMISSION ON THE STATUS OF WOMEN AND  
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4. Commissions are encouraged to continually recruit diverse women living anywhere within San Diego County who will contribute positively to the work of the Commission.
5. For the purpose of the bylaws, "Recruit" means:
  - a. Educate members of other women's groups,
  - b. Invite individuals or delegates of a group of Commission meetings,
  - c. Invite individuals/delegates to join the Commission's committees,
  - d. Encourage filing of applications with Clerk of the Board and submission of resumes to Commission, and
  - e. No promises are made of a position on the Commission or its committees.

**ARTICLE III**

**Duties of the Commission, Commissioners, and Administrative Staff**

**Section A: Duties of the Commission**

The Commission shall have the power and duty to:

1. Study and evaluate County Charter provisions, ordinances, policies and proposed policies, and their implementation to determine if there are instances of gender-based discrimination against women and girls.
2. Cooperate with Federal, State, County, City and other public agencies and refer to the respective agencies any matters, disputes, or controversies already in the jurisdiction of their existing powers, with the intent that duplication of efforts should be avoided. The Commission may initiate investigations of such matters and make recommendations to such agencies.
3. Study areas of possible discrimination as they pertain to women's and girl's lives and needs including but not limited to:
  - a. Employment opportunities,
  - b. Education opportunities,
  - c. Medical and health services,
  - d. Legal services,
  - e. Credit and loan policies and practices,
  - f. Criminal justice policies and procedures,
  - g. Housing and transportation facilities,
  - h. Child care needs,
  - i. Human care services, and
  - j. Business and financial opportunities.
4. Conduct workshops for County personnel and community groups to explore specific subject areas and improve relationships.
5. Conduct public hearings dealing with matters before the Commission.

**SAN DIEGO COUNTY COMMISSION ON THE STATUS OF WOMEN AND  
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6. Utilize County resources and facilities to accumulate information to further Commission objectives.
7. Prepare and disseminate information on matters related to gender discrimination and prejudice.
8. Formulate programs or legislation to promote and insure equitable rights and opportunities for all women and girls.
9. Provide liaison and assistance to citizen groups interested in the problems facing women and girls.
10. Apply for and administer grants from all levels of government and private sources for carrying out the functions of the Commission.
11. Annual Report: The Commission shall write, approve, and submit an annual report to the Board of Supervisors of its policies, activities, findings and recommendations.

**Section B: Duties of Commissioners**

1. Each Commissioner has the responsibility and duty to:
  - a. Attend all regularly scheduled meetings.
  - b. Accurately and timely perform any filing obligation with the Clerk of the Board.
  - c. Know all ordinances, by-laws, and rules governing the Commission.
  - d. Serve on at least one committee.
  - e. Understand they do not represent the Commission in an individual capacity or in any political activity.

**Section C: Duties of Administrative Staff (A-74)**

1. Record the minutes of all Commission meetings and file as required by Board policy.
2. Assist the chair with correspondence.
3. Maintain a list of all active Commissioners, keep the roll and certify the presence of a quorum, and advise the Clerk of the Board of membership changes.
4. Post all meeting notices in accordance with the Ralph M. Brown Act, in a publicly accessible place for 72 hours before the meetings and keep a record of such posting.
5. Reproduce and distribute Commission information and minutes of all meetings.
6. Act as custodian of all Commission documents, records, books, and correspondence.

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7. Act as liaison between the Commission and other County staff.
8. Perform such other duties as may be designated by the Commission.

**ARTICLE IV  
Officers**

**Section A: Election of Officers (Section 85.5(a))**

The Commission shall elect annually from its membership a Chair and no more than three Vice-Chairs.

**Section B: Term and Vacancies**

1. Term: Each officer shall serve for one year, and no more than two consecutive terms in the same office.
2. Vacancies: If an office is vacated, a new officer shall be elected within 30 days of the vacancy to serve until the term expires.

**Section C: Duties of Officers**

**1. Duties of the Chair:**

- a. Provide general supervisory guidance to the Commission,
- b. Set the agenda of Commission meetings,
- c. Preside over meetings,
- d. Cancel meetings and call for special meetings as needed,
- e. Assign duties to the Vice-Chairs as necessary,
- f. Act as sole official spokesperson for the Commission, unless delegated in writing,
- g. Draft correspondence as directed by the Commission, or to which an immediate response is required,
- h. Make in writing through the Chief Administrative Officer or designee any request which requires response from County management staff not readily obtainable within four hours. (A-74 Section C.5)
- i. Serve as *ex officio* member of all committees and meet with chairs of committees to exchange information.
- j. Initiate strategic planning and evaluation of Commission activities.
- k. Oversee resources.
  1. Orient new Commissioners.
  - m. Formally send meeting invitation to potential candidates and recruits.
  - n. Submit nomination of candidates to the Clerk of the Board for Board's consideration.

**2. Duties of the Vice-Chair(s):**

- a. In the absence of the Chair, one Vice-Chair will assume the duties and responsibilities of that office, or they may flip a coin.
- b. Recommends committee members and other nominees for Commissioner.

**SAN DIEGO COUNTY COMMISSION ON THE STATUS OF WOMEN AND GIRLS  
BYLAWS**

Revised March 6, 2026

**ARTICLE V  
Committees**

**Section A: Formation of Committees**

1. The Commission may appoint committees comprised of Commissioners and community members for the purpose of carrying out the functions and duties of the Commission. Actions and recommendations of committees shall not be deemed the action of the Commission and shall in no way bind the Commission or its members until voted on by a majority of members at a regular Commission meeting. (Article IV section 85.6.)
2. Committees shall consist of no fewer than three members, including at least one Commissioner who shall chair.
3. Committees shall be formed as needed and cease to exist on completion of its assignment.
4. Any volunteer or consulting work shall not be considered as service for or employment for the County.

**Section B: Duties and Responsibilities of Committee Chairs**

1. Committee chairs' duties include:
  - a. Call committee meetings and run meetings.
  - b. Keep records of all actions and reports of the committee
  - c. Submit these actions and reports to the Commission at least one week prior to the regular meeting.
  - d. Report on committee meeting and actions taken at the Commission meeting.
2. A chair of a committee shall not act as spokesperson for the Commission unless authorized to do so in writing as set forth above.

**ARTICLE VI  
Organization & Procedures**

**Section A: Rules of Governance**

1. Robert's Rules of Order govern the operation of the Commission in all cases not covered by these by-laws. The Commission may formulate specific procedural rules of order to govern the conduct of its meetings.

**SAN DIEGO COUNTY COMMISSION ON THE STATUS OF WOMEN AND GIRLS  
BYLAWS**

Revised March 6, 2026

2. The Commission shall prepare and adopt the necessary by-laws and other rules, which may be necessary for the conduct of its business.

**Section B: Quorum and Voting**

1. A majority of members currently appointed to the Commission shall constitute a quorum.

2. Virtual attendance by Commissioners is allowed in accordance with current law.

3. An affirmative vote of a majority of members in attendance shall be required for the passage of adoption of any business or matter before the Commission.

4. Voting is on the basis of one vote per person and no proxy, telephone or absentee voting is permitted.

**Section C: Meetings**

**1. Public Meetings and Notice of Agenda:**

All meetings of the Commission and its committees are open to the public as required by the Ralph M. Brown Act and are held in accessible, public places. Notice and agendas of all regular Commission meetings shall be e-mailed or faxed to Commissioners and posted in a publicly accessible place for a period of 72 hours prior to the meeting.

Special meetings require 24 hour notice to Commissioners and posting in a publicly accessible place for 24 hours. Notice to Commissioners may be waived if all members are present when the meeting is called. Notice will be mailed on request.

**2. Regular Meetings:**

A schedule of regular meetings of the Commission shall be established at the first meeting of the year, including the time, dates, and location of the meetings. Committee meetings will be scheduled at the call of the Chair of the committee. Meetings may be adjourned to a specific place, date, and time by a majority vote.

**3. Special Meetings:**

Special meetings may be called by the Chair, or by not less than the majority of the Commission members in a signed writing.

**Section D: Order of Business**

1. The regular order of business shall be: Call to order, roll call, approval of minutes, public comment, committee reports, old business, new business, adjourn. The order of business may be varied by a vote of the Commission.

2. Time may be allowed for public input prior to a decision. Individuals wishing to speak on an agenda item must submit a request to be heard in writing to the Chair prior to the item.

**SAN DIEGO COUNTY COMMISSION ON THE STATUS OF WOMEN AND GIRLS  
BYLAWS**

Revised March 6, 2026

3. Persons wishing to speak longer than three minutes shall request time on the agenda at least five days in advance of a scheduled meeting.
4. In addition to providing public comments in person at Commission meetings, members of the public may comment remotely via telephonic or other Internet-based service option at regular meetings. Individuals requesting to speak remotely must follow the same rules as in-person speakers.
5. No vote of the Commission shall be considered as reflecting an official position of the Commission unless passed by a majority of its members present at the specific meeting when the vote was taken.

**Section E: Minutes of Meetings**

1. Minutes of meetings shall be prepared by administrative staff in the following manner:
  - a. Minutes shall be in summarized form, except motions shall be recorded verbatim.
  - b. Minutes of all meetings of the Commission shall be maintained for two years.
  - c. Copies of the agenda and minutes of each meeting shall be filed with the Clerk of the County Board of Supervisors.

# Triton Consulting Group

University of California San Diego  
La Jolla, CA 92092

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## Statement of Work

Agreement to Perform Consulting Services for the County of San Diego

February 6<sup>th</sup>, 2026  
County of San Diego  
202 C St,  
San Diego, CA 92101

On behalf of Triton Consulting Group, we are excited to present this Statement of Work proposal detailing the scope of our consulting services for the County of San Diego.

Our work will be split into multiple phases across a 10-week engagement. The tentative schedule of work assumes the project begins March 30, 2026, and ends June 5, 2026. At the conclusion of the engagement, we will provide a deliverable summarizing our findings.

### Scope of Work

#### **Project Overview:**

Established in 1975, the San Diego County Commission on the Status of Women and Girls serves as a 15-member advisory body mandated to identify and address the unique challenges affecting women and girls throughout the region. Operating under the County's policy to eliminate sex-based discrimination and prejudice, the Commission acts as an open forum for gender equity, advising the Board of Supervisors on critical public policy decisions. Its broad areas of impact span from human trafficking and domestic violence to economic issues like housing, childcare, and employment opportunities. Composed of two representatives from each supervisorial district and three members-at-large, the Commission works collaboratively to promote equal rights and improve the quality of life for women through legislative advocacy and social service reform.

This project seeks to discover the impact of an aging population on women and girls across San Diego County. As a larger percentage of the population moves into the 65+ age bracket over the next 5 years, more adults will need to spend time at home to care for their elderly family members. The impacts of this will be outsized on those whose employers do not offer paid family leave. A loss of income, healthcare, and other benefits will hurt the quality of life of those affected, and impact tax revenues. For small businesses, a lack of succession planning can have outsized impacts on those who need to take care of their family. Potential policy solutions can be found by looking at other jurisdictions facing similar challenges as San Diego County. Research methodologies must account for the distinct impacts on women and girls. It is advisable to consult the supplemental resources provided below.

#### **Resources:**

- CEDAW:  
<https://www.sandiegocounty.gov/content/dam/sdc/hr/CSWG/CEDAW/CEDAW%20Ordinance.pdf>
- San Diego County Commission on the Status of Women and Girls website:  
<https://www.sandiegocounty.gov/content/sdc/fg3/commission-status-women-girls.html>

**Objectives:**

1. Research census data concerning the increase in population in the 65+ age bracket, employment data, and other related metrics and report key findings
2. Report on the prevalence of paid family leave across several employment types
3. Conduct interviews with small business owners on the impact family care is having on their business
4. Find policy solutions to any issues found by research jurisdictions similar to San Diego County

**Scope of Work:****Phase 1: Demographic Baseline & Employment Landscape (Weeks 1-3)**

- Conduct a deep-dive analysis of San Diego County Census data regarding the projected growth of the 65+ population over the next 5-10 years.
- Stratify employment data by gender and industry to identify sectors with high female participation that historically lack paid family leave (e.g., service, retail, gig economy).
- Assess current paid family leave utilization rates across the County, identifying gaps where state or federal protections fail to cover specific employee classes.
- Review the County's CEDAW ordinance to ensure all data analysis metrics align with the local mandate to eliminate discrimination and promote gender equity.
- Create a brief summary outlining the statistical risk of income loss and benefit gaps for women in the "sandwich generation" (caring for both children and aging parents).

**Phase 2: Primary Research Small Business & Caregiving Impact (Weeks 4-6)**

- Design and launch a qualitative interview framework targeting small business owners, specifically focusing on female entrepreneurs and family-owned enterprises.
- Conduct interviews to evaluate the "Succession Gap," determining how many small businesses lack plans for when owners must step back for family caregiving duties.
- Gather first-hand accounts of operational disruptions caused by a lack of paid leave policies for employees in small businesses.

**Phase 3: Comparative Policy Analysis (Weeks 7-8)**

- Evaluate policy mechanisms used in jurisdictions similar to San Diego County, such as:
  - Localized paid leave mandates or subsidies.
  - Child care support.
  - Small business support.
- Apply a gender-equity lens (CEDAW framework) to these external policies to determine their viability and potential impact if adopted in San Diego.

**Phase 4: Final Report, Recommendations and Presentation (Weeks 9-10)**

- Consolidate quantitative data and qualitative interview insights into a comprehensive report for the Board of Supervisors.
- Recommend policies to be researched further by the Commission and County to address issues identified throughout the project.
- Present the final findings to the Commission and stakeholders, ensuring the narrative clearly articulates the economic and social necessity of supporting female caregivers.

### **Deliverables**

The deliverable for this project will be a PowerPoint deck and a typed report containing our research findings, data insights, and an appendix with all references. At the project's end, the team will also be responsible for delivering a live presentation to the client summarizing research findings and insights.

### **Non-Disclosure Agreements**

For projects that may include exposure to proprietary or privileged information, all team members are required to sign NDAs. We do this for the majority of our clients, and typically use a template provided by the client.

### **Intellectual Property**

In the event that our collaborative efforts result in the development of any intellectual property (such as software or code segments), ownership rights will reside with the client.

### **Project Team**

TBD

### **Vice President of Consulting**

Max Vroemen ([mvroemen@ucsd.edu](mailto:mvroemen@ucsd.edu))

Max is a 4th year Chemical Engineering major with a minor in Finance. He joined TCG as an analyst in the fall of 2023 and has previously worked as an associate on projects in the medical device and RFID robotics industries. Professionally, Max has interned in the healthcare and consulting industries during the past 3 summers, as a manufacturing engineer at Kite Pharma, quality engineer at Johnson & Johnson MedTech, and this summer as a business analyst at Kearney (previously A.T. Kearney). Max will return to consulting as a full-time business analyst at Kearney post-graduation. Outside of work, Max's interests include running, backpacking, hiking, and board games.

### **Sponsorship Fees**

Triton Consulting Group operates as a student-run, non-profit organization. As such, payment is completely optional and is accepted as donation-based sponsorships to help with the costs of the organization as a whole so we are better able to recruit talent, grow the organization, and serve the business community. Individual rates of associates are not considered and compensation is evaluated as per the value added to the client. We suggest a donation within the range of \$500-\$1200. For questions regarding sponsorship payments, please contact our Vice President of Finance, Shray Kudva, at [skudva@ucsd.edu](mailto:skudva@ucsd.edu).

### **Restrictions**

The information provided in the report will be based on past and current market conditions. Market conditions may change unforeseeably; therefore, the client should be aware of the possible need for additional research and analysis. There may be assumptions and estimations that will not materialize fully. Our associates conduct extensive and thorough research using reliable, current secondary sources or as indicated otherwise; however, we make no warranties regarding the accuracy of the conclusions of the sources used in our report.

Furthermore, we assume the client retains legal, engineering, and other relevant professionals to address certain legal, legislative, or environmental matters that may arise throughout the course of this engagement.

Any decision to invest or lend is the sole decision of said lender or investor.

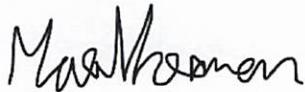
**Binding Agreement**

To confirm agreement of our services, please sign below and return to the Vice President of Consulting, Max Vroemen, via email at [mvroemen@ucsd.edu](mailto:mvroemen@ucsd.edu).

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We look forward to working with you!

Best Regards,



Max Vroemen

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**Max Vroemen**  
Vice President of Consulting  
*Triton Consulting Group*



1600 Pacific Highway, Room 352  
San Diego, CA 92101-2942  
[www.sdstatusofwomenandgirls.org](http://www.sdstatusofwomenandgirls.org)  
[CSWG@sdcounty.ca.gov](mailto:CSWG@sdcounty.ca.gov)

**Chairwoman:** Kristine Custodio Suero

<p><b><u>Vice Chair</u></b> Kelly Jenkins-Pultz Rohida Khan Idara Ogunsaju</p> <p><b><u>District 4, Montgomery Steppe</u></b> Idara Ogunsaju Vacant</p>	<p><b><u>District 1, Vacant</u></b> Vacant Monica Martinez</p> <p><b><u>District 5, Desmond</u></b> Rohida Khan Amy Nantkes</p>	<p><b><u>District 2, Anderson</u></b> Mary Davis Vacant</p> <p><b><u>Members At Large</u></b> Kelly Jenkins-Pultz Vernita Gutierrez Vacant</p>	<p><b><u>District 3, Lawson-Remer</u></b> Kimberly Keen Kristine Custodio Suero</p> <p><b><u>Staff Assistant</u></b> Chiara Leroy</p> <p><b><u>Senior Deputy County Counsel</u></b> Heather Murray</p>
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**MINUTES**  
February 5, 2026  
**Regular Meeting**  
**12:00 PM – 1:00 PM**

**Chair Custodio Suero Meeting was called to order at 12:09 PM.**

**Agenda item #1 – Commissioner Roll Call:**

Members Present:

Kristine Custodio Suero	Rohida Khan
Vernita Gutierrez	Idara Ogunsaju
Kelly Jenkins-Pultz	

Members Hybrid for just cause:

Monica Martinez	Kimberly Keen (left early)
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Members Absent:

Amy Nantkes	Mary Davis
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**Agenda item #2 – Approval of Minutes:** January 16, 2026

Motion by Commissioner Gutierrez, seconded by Vice-Chair (VC) Khan. Commissioner Martinez abstains.  
Motion passes.

**Agenda item #3 – Public Comments:**

None

**Agenda item #4 – Guest Speaker: Speaker on Black Maternal Health**

Amanda Lowe-DuBose, presented and will answer any questions/inquires via email. – Attachment #1

**Agenda item #5 – Committee Reports:**

- a. Civic Engagement: VC Jenkins-Pultz – Provided an update on workshops from Child Support & Human Trafficking. Let the commission know they are still working on obtaining guest speakers. Is in talks with the City of San Diego to collaborate on workshops.  
Comments: Commissioner Khan and Commissioner Gutierrez shared thoughts on the topic.
- b. Governance: VC Khan – Provided an update.
- c. Policy: VC Ogunsaju – Provided an update.
- d. Executive: Chair Custodio Suero – Provided an update.

**Agenda item #6 – OERJ Presentation & Updates**

Director, Taryell Simmons, thanked the commission and provided an update on the CEDAW baseline analysis report timeline background, prior to Miss Leroy providing an update presentation – Attachment #2

**Old Business:**

**Agenda item #7 – Vacancies & Appointments**

- a. Vacancies - Districts 2 (Anderson) & 4 (Montgomery Steppe)
- b. Appointments - At-Large Director Amelia Tsering & District 1 (Aguirre) Daniela Perez

Chair Custodio Suero provided status updates on both #7 a. and b.

**Agenda item #8 – Update on the status of County staff's drafting of the board letter requesting approval of CSWG Bylaws revisions.**

Commissioner Guterrez let the commission know that the Bylaws request has been approved by County staff and the final draft is being written up for Board of Supervisors (BOS) approval in March.

**Agenda item #9 – Further Debrief and updates on Status regarding CEDAW baseline analysis report**

None

**Agenda item #10 – 2026 U.N. Conference on the Commission on the Status of Women**

Chair Custodio Suero informed the commission that there are no updates since the last meeting.

**Agenda item #11 - Initiative Updates and Liaison Reports**

- a. **CEDAW Advisor: Chair Emeritus, Parisa Ijadi-Maghsoodi**  
Not in attendance, no updates provided.
- b. **Women's Hall of Fame: Vice Chair Kelly Jenkins-Pultz**  
No updates provided.

**Agenda item #12 – Debrief Strategic Planning Session**

None.

**New Business**

**Agenda item #13 – Collaborators/Partners of the Commission – Selection Process & Information Gathering for Upcoming Events/Projects**

VC Jenkins-Pultz informed the commission that there were no updates at this time

- a. **Board of Supervisors - 2026 Board of Supervisors Meeting Calendar – Interest & Availability for Attendance by Commissioners & Recognition of Commission during Women's History Month (March)**  
Chair Custodio Suero reminded the Commission to look at the BOS calendar for important dates.

**Agenda item #14 – Annual Report for Board of Supervisors – Content and Preparation**

The goal is to standardize a template to provide BOS annual updates from the commission. More to come.

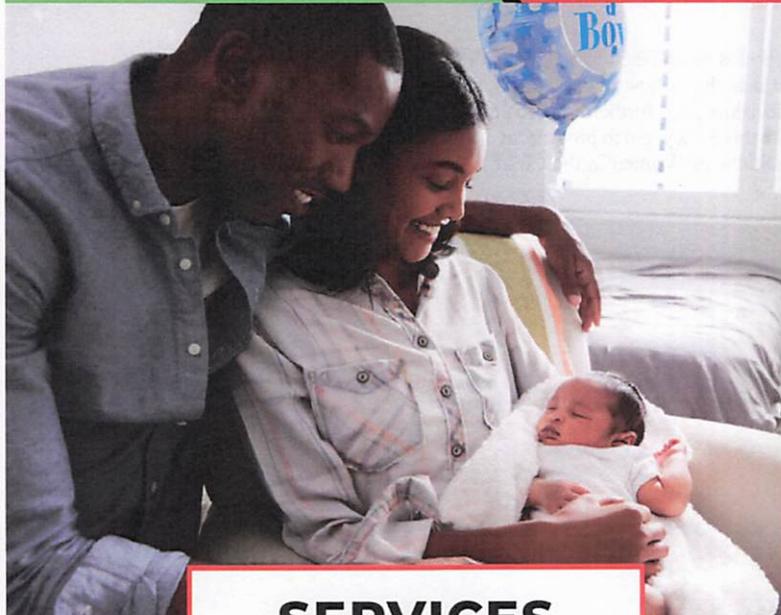
**Agenda item #15 – Chair/Commissioner Announcements**

Chair Custodio Suero reminded the Commission to check emails regularly for forwarding requests.

**Agenda item #16 – ADJOURNED:** This meeting is closed at 1:08 PM.

**NOTE:** The Commission on the Status of Women and Girls jurisdiction is established by action of the Board of Supervisors as follows: The Board of Supervisors of the County of San Diego declares that it is the policy of the County to take action to identify needs and problems of women in the County that are affected by public policy decisions; and furthermore, to eliminate the practice of discrimination and prejudice on the basis of sex within the County. In order to promote this policy and to provide an open forum for discussion and action, there is hereby established a San Diego County Commission on the Status of Women in the Chief Administrative Office. County Code of Administrative Ordinances, Section 85.

blackinfanthealth.org



## SERVICES

**IN-PERSON SESSIONS** for prenatal (10 sessions) & postpartum (10 sessions)

**INDIVIDUAL LIFE COACHING** and case management

**HEALTH AND FAMILY** assistance referrals

**SUPPORT SERVICES** from a public health nurse and social worker

**SPECIALTY CLASSES** in breastfeeding, nutrition, parent education and more

**PROVIDE BIRTHING INFORMATION** and connections to vital care

**TRANSPORTATION** services are available at various locations

*\*Program services may vary by location, including transportation. Contact your local site for a list of available services.*

## Parenting or Pregnant?

*Black Infant Health (BIH) aims to improve health among Black/African American mothers and babies by empowering pregnant and mothering Black/African American women to make healthy choices for a brighter future.*

## ELIGIBILITY

- ▶ 16 years or older
- ▶ Identify as Black/African American
- ▶ Currently pregnant or up to 6 months postpartum



**SIGN UP HERE**  
blackinfanthealth.org

# LOCATIONS - We are located in communities where over 90% of Black births occur

## ALAMEDA COUNTY

Alameda County Public Health Department  
1100 San Leandro Blvd.  
San Leandro, CA 94577

## CONTRA COSTA COUNTY

Contra Costa Health Services  
597 Center Ave, Suite 365  
Martinez, CA 94553

## FRESNO COUNTY

Fresno County Department of Public Health  
142 E. California  
Fresno, CA 93706

## KERN COUNTY

Kern County Department of Public Health  
1800 Mount Vernon Ave.  
Bakersfield, CA 93306

## LOS ANGELES COUNTY

The Children's Collective, Inc.

### Location 1

1968 W. Adams Blvd.  
Ste. 306  
Los Angeles, CA 90018

## LOS ANGELES COUNTY

The Children's Collective, Inc.

### Location 2

11633 Hawthorne Blvd.  
Ste. 301  
Hawthorne, CA 90250



## LOS ANGELES COUNTY

Children's Bureau of Southern California  
915 West Avenue J  
Lancaster, CA 93534

## LOS ANGELES COUNTY

City of Pasadena Public Health Department  
1845 N Fair Oaks Avenue  
Pasadena, CA 91103

## CITY OF LONG BEACH

City of Long Beach Department of Health and Human Services  
3820 Cherry Avenue  
Long Beach, CA 90807

## RIVERSIDE COUNTY

County of Riverside Public Health Nursing  
4065 County Circle Dr.  
MCAH Suite 208  
Riverside, CA 92503

## SACRAMENTO COUNTY

Sacramento County Public Health  
9616 Micron Ave, Suite 670  
Sacramento, CA 95827

## SAN BERNARDINO COUNTY

San Bernardino Department of Public Health  
351 N. Mt View Ave, 2nd Fl  
San Bernardino, CA 92415

## SAN BERNARDINO COUNTY - HIGH DESERT

San Bernardino Department of Public Health  
14350 Civic Drive, Suite 220  
Victorville, CA 92392

## SAN DIEGO COUNTY

San Diego County 286 Euclid Avenue Suite 308  
San Diego, CA 92114

## SAN FRANCISCO COUNTY

San Francisco Department of Public Health  
30 Van Ness, Suite 260  
San Francisco, CA 94102

## SAN JOAQUIN COUNTY

San Joaquin County Health Services  
420 S Wilson Way  
Stockton, CA 95205

## SANTA CLARA COUNTY

Santa Clara County Public Health Department  
1993 McKee Rd, Building B  
San Jose, CA 95116

**black infant health**  
Empowering Pregnant and Mothering Black Women



**ENROLL HERE**  
[blackinfanthealth.org](http://blackinfanthealth.org)

**San Diego County  
North  
Black Infant Health (BIH) Program  
REFERRAL FORM**

3156 VISTA WAY, SUITE 200, OCEANSIDE, CA 92056 | (760) 231-1887 | [WWW.SDBIH.ORG](http://WWW.SDBIH.ORG)

**Eligibility:**

- Self-identify as Black or African American
- 16 years of age or older
- Pregnant or up to 6 months postpartum

**Complete & Submit Form Either By:**

- Fax: (760) 231-1885
- Click: "SUBMIT FORM" at the bottom
- Email: [BIH@NEIGHBORHOODHOUSE.ORG](mailto:BIH@NEIGHBORHOODHOUSE.ORG)
- Call: (760) 231-1887 for pick-up

**MOTHER'S INFORMATION**

Name: _____	Date of Birth: _____
Address: _____	City: _____ Zip Code: _____
Phone: _____	Email: _____

Number of Weeks Pregnant: _____	First-Time Mom: <input type="checkbox"/> Yes <input type="checkbox"/> No
Baby's Due Date: _____	If postpartum (within 6 months), date of delivery: _____
Comments: _____	

**REFERRAL SOURCE**

Organization: _____	Staff: _____
Referral Date: _____	Phone: _____
Fax: _____	Email: _____
By checking the box below, you (referring agency) are confirming the client/patient agrees to be contacted by the Black Infant Health (BIH) Program.	
<input type="checkbox"/> Yes, client/patient agrees to be contacted. Date: _____	

**REFERRAL OUTCOME (BIH STAFF ONLY)**

Referral Received: _____	BIH Staff: _____
Date: _____	Comments: _____
Date: _____	Comments: _____
Date: _____	Comments: _____

**Thank you for your BIH program referral!**



*The San Diego County BIH Program receives funding from the State of California, Department of Public Health, Maternal, Child, and Adolescent Health Division through the County of San Diego, Health and Human Services Agency. The San Diego County BIH Program is operated by Neighborhood House Association.*

**San Diego County  
Central  
Black Infant Health (BIH) Program  
REFERRAL FORM**

286 EUCLID AVENUE, SUITE 308, SAN DIEGO, CA 92114 | (619) 266-7466 | [WWW.SDBIH.ORG](http://WWW.SDBIH.ORG)

**Eligibility:**

- Self-identify as Black or African American
- 16 years of age or older
- Pregnant or up to 6 months postpartum

**Complete & Submit Form Either By:**

- Fax: (619) 262-9188
- Click: "SUBMIT FORM" at the bottom
- Email: [BIH@NEIGHBORHOODHOUSE.ORG](mailto:BIH@NEIGHBORHOODHOUSE.ORG)
- Call: (619) 266-7466 for pick-up

**MOTHER'S INFORMATION**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Number of Weeks Pregnant: \_\_\_\_\_ First-Time Mom:  Yes  No  
 Baby's Due Date: \_\_\_\_\_ If postpartum (within 6 months), date of delivery: \_\_\_\_\_  
 Comments: \_\_\_\_\_

**REFERRAL SOURCE**

Organization: \_\_\_\_\_ Staff: \_\_\_\_\_  
 Referral Date: \_\_\_\_\_ Phone: \_\_\_\_\_  
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**REFERRAL OUTCOME (BIH STAFF ONLY)**

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 Date: \_\_\_\_\_ Comments: \_\_\_\_\_  
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"When a man provides for his family, his children are proud to call him father." – Malcolm X

## PERINATAL EQUITY INITIATIVE

# FATHERS FIRST PROGRAM

### JOIN OUR PROGRAM TO:

- Discover different ways to bond with your child
- Understand your role as the father in the emotional development of your child
- Discuss discipline to teach your child self-control, responsibility, and confidence

### SERVICES PROVIDED INCLUDE:

- One-on-one Support
- Classes, Workshops, Events
- Resources and Referrals
- Mentorship

### ELIGIBILITY:

- Soon-to-be fathers and fathers with an infant up to 1 year of age
- Expectant or current mother/partner of child is African-American/Black
- 18 years of age or older

### ALL SERVICES AT NO COST

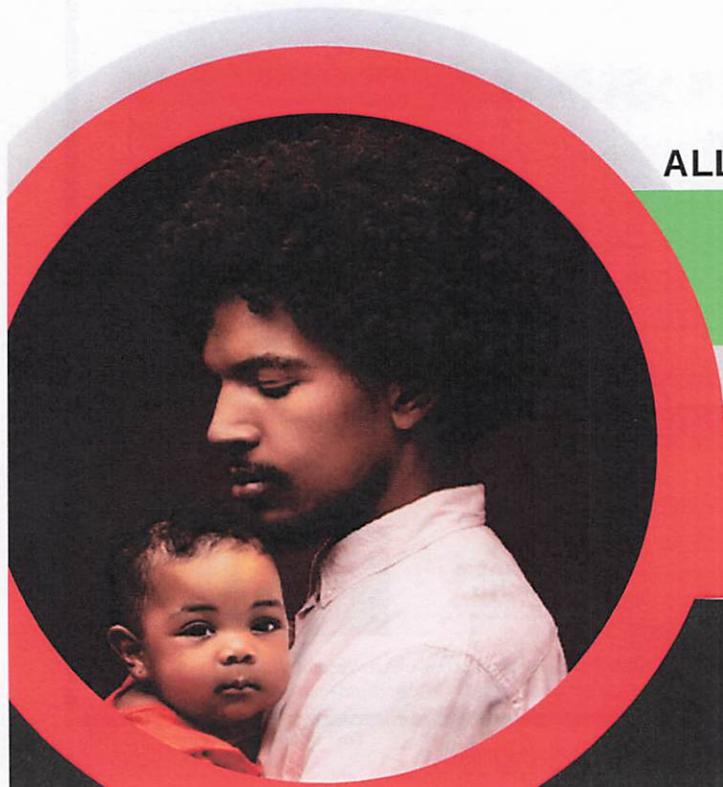
To enroll in Fathers First Program, visit [bit.ly/FathersFirstSD](http://bit.ly/FathersFirstSD)

To learn more about Black Legacy Now, visit [BlackLegacyNowSD.com](http://BlackLegacyNowSD.com)



For more information, contact Fathers First via email [phs-fathersfirst.hhsa@sdcounty.ca.gov](mailto:phs-fathersfirst.hhsa@sdcounty.ca.gov)

Funded by the California Department of Public Health, Maternal, Child and Adolescent Health Division





*"When a man provides for his family, his children are proud to call him father." - Malcolm X*

## PERINATAL EQUITY INITIATIVE

# FATHERS FIRST PROGRAM

### JOIN OUR PROGRAM TO:

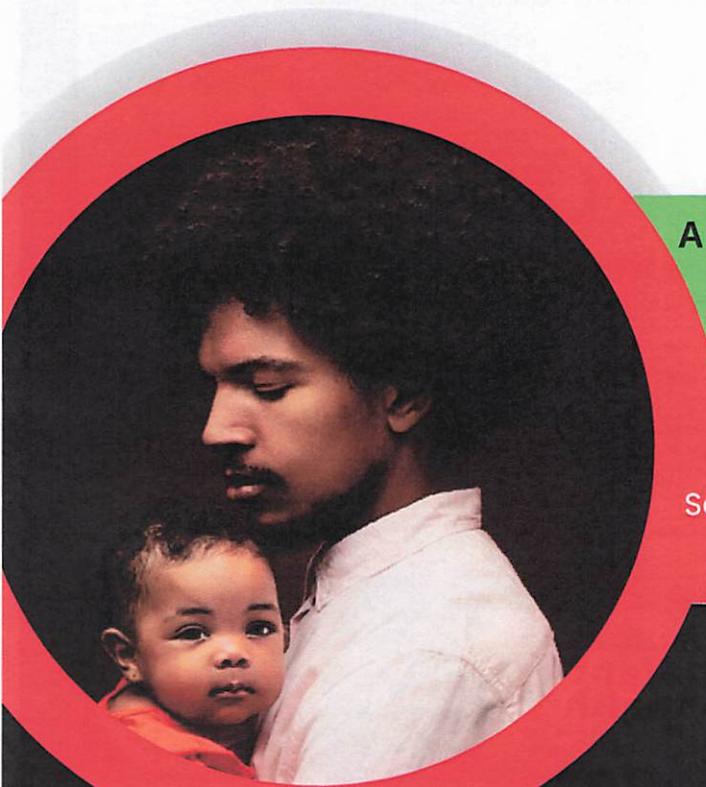
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- 18 years of age or older



**ALL SERVICES AT NO COST**

Scan to enroll in the **Fathers First Program**

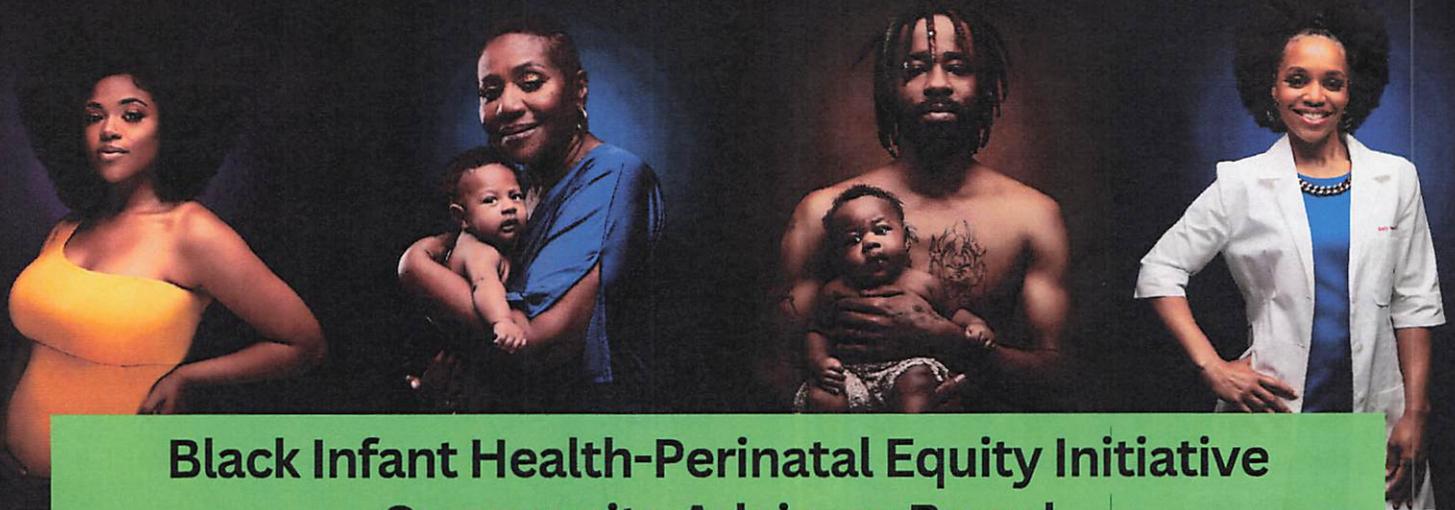


Scan to learn more about **Black Legacy Now**



For more information, contact Fathers First via email [phs-fathersfirst.hhsa@sdcounty.ca.gov](mailto:phs-fathersfirst.hhsa@sdcounty.ca.gov)

Funded by the California Department of Public Health, Maternal, Child and Adolescent Health Division



## Black Infant Health-Perinatal Equity Initiative Community Advisory Board

### WHO WE ARE:

A collaborative group committed to addressing birth inequities by collectively working to ensure that African-American families experience quality care that is dignified, safe, and promotes positive birth outcomes.

### WHO SHOULD JOIN:

Anyone who wants to improve birth outcomes of black babies, including community residents, health care professionals, and local organizations.

### WHY JOIN?

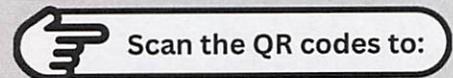
Your voice is needed to:

- advise and provide guidance on program services
- make recommendations about community needs
- identify best practices to reduce disparities in maternal and infant mortality.

### WHEN:

Held Quarterly - Next upcoming meeting:

- Date: TBD
- Time: 12:00pm - 2:30pm



For more information, please  
contact:

*Dr. Amanda Lowe-DuBose*  
[Amanda.Lowe-DuBose@sdcounty.ca.gov](mailto:Amanda.Lowe-DuBose@sdcounty.ca.gov)

Join the BIH-PEI  
Community Advisory Board



<https://bit.ly/BIH-PEICAB>

Learn More about  
*Black Legacy Now*



[www.blacklegacynow.com](http://www.blacklegacynow.com)





# County-wide Baseline Intersectional Gender Analysis

## Status Update (CEDAW Ordinance)

CSWG Regular Meeting  
February 6, 2026

## Meeting Overview

- CSWG Leadership Feedback
- Project Timeline
- Q&A

## CSWG Leadership Feedback

- Concerns associated with ordinance alignment
  - Updated the Data Methodology Memo
    - Uplifted in presentations/communications with the departments and contractor
  
- Concerns about if all the departments received a data request
  - Worked with the group data teams and departments to ensure the requests were sent
  - Confirmed with groups/departments that the requests were received

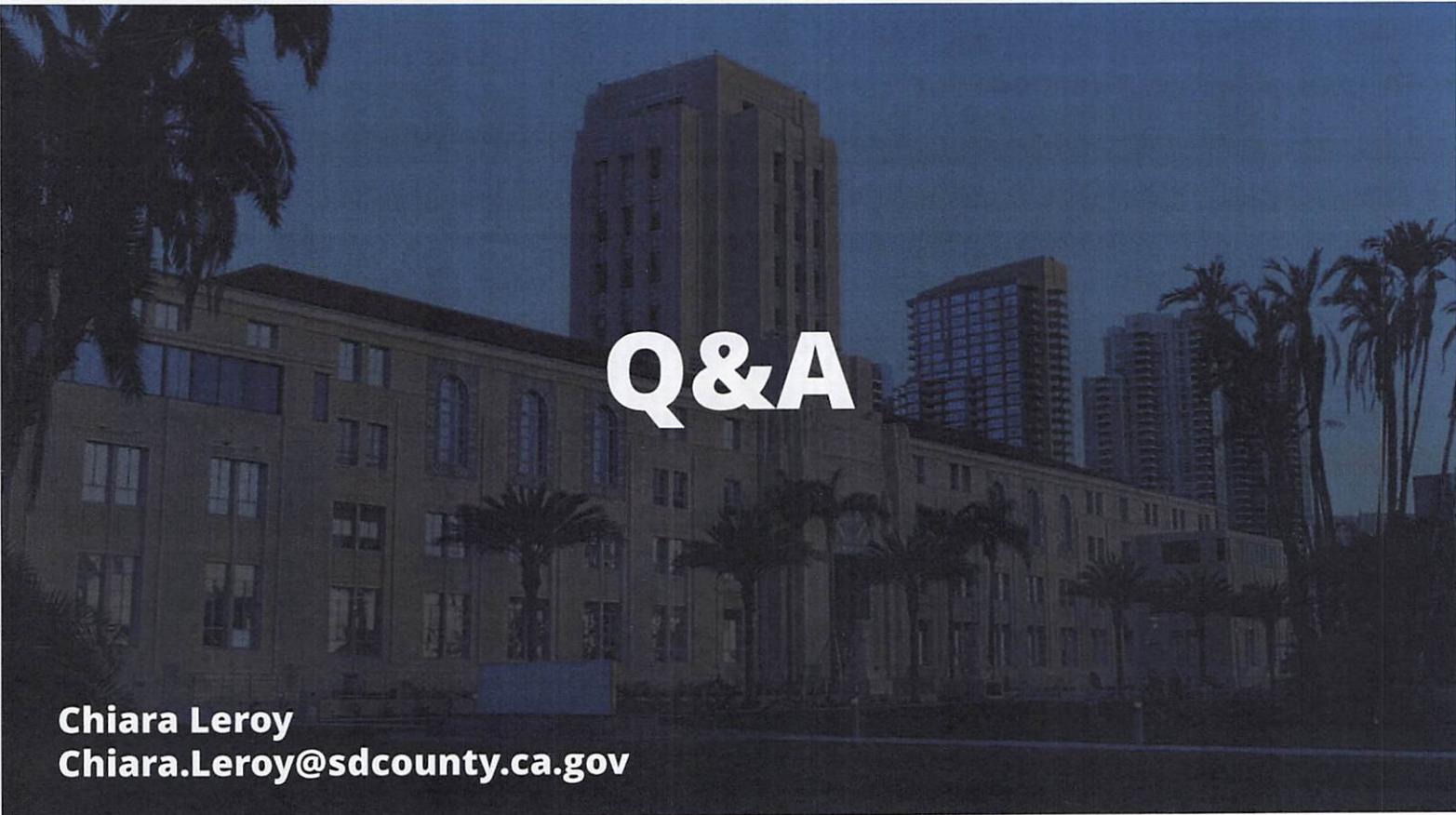
## CSWG Leadership Feedback (cntd)

- Concerns that not all of the data was received
  - Engaged with the groups/departments throughout the entire process to obtain all available data
  - Confirmed that all of the available data was submitted
  
- Concerns that intersectional analysis was not performed
  - Worked with groups/departments to identify disaggregated data, enabling the contractor to perform the intersectional analysis

## CEDAW Project Timeline



*\*Subject to Change*



# Q&A

**Chiara Leroy**  
**[Chiara.Leroy@sdcounty.ca.gov](mailto:Chiara.Leroy@sdcounty.ca.gov)**