

**To:** Commission on the Status of Women  
**From:** Tanya Beat, Director  
**Subject:** Resolution to make findings allowing continued remote meetings under Brown Act

**RECOMMENDATION:**

Adopt a resolution finding that, as a result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, meeting in person would present imminent risks to the health or safety of attendees.

**BACKGROUND:**

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which rescinded his prior Executive Order N-29-20 and set a date of October 1, 2021 for public agencies to transition back to public meetings held in full compliance with the Brown Act. The original Executive Order provided that all provisions of the Brown Act that required the physical presence of members or other personnel as a condition of participation or as a quorum for a public meeting were waived for public health reasons. If these waivers fully sunsetted on October 1, 2021, legislative bodies subject to the Brown Act would have to contend with a sudden return to full compliance with in-person meeting requirements as they existed prior to March 2020, including the requirement for full physical public access to all teleconference locations from which board members were participating.

On September 16, 2021, the Governor signed AB 361, a bill that formalizes and modifies the teleconference procedures implemented by California public agencies in response to the Governor's Executive Orders addressing Brown Act compliance during shelter-in-place periods. AB 361 allows a local agency to continue to use teleconferencing under the same basic rules as provided in the Executive Orders when certain circumstances occur or when certain findings have been made and adopted by the local agency.

AB 361 also requires that, if the state of emergency remains active for more than 30 days, the agency must make findings by majority vote every 30 days to continue using the bill's exemption to the Brown Act teleconferencing rules. The findings are to the effect that the need for teleconferencing persists due to the nature of the ongoing public health emergency and the social distancing recommendations of local public health officials. Effectively, this means that local agencies must agendaize a Brown Act meeting once every thirty days to make findings regarding the circumstances of the emergency and to vote to continue relying upon the law's provision for teleconference procedures in lieu of in-person meetings.

AB 361 provides that Brown Act legislative bodies must return to in-person meetings on October 1, 2021, unless they choose to continue with fully teleconferenced meetings because a specific declaration of a state or local health emergency is appropriately made. AB 361 allows local governments to continue to conduct virtual meetings as long as there is a gubernatorially-proclaimed public emergency in combination with (1) local health official recommendations for social distancing or (2) adopted findings that meeting in person would present risks to health. AB 361 is effective immediately as urgency legislation and will sunset on January 1, 2024.

Further, the Board of Supervisors strongly encourages all legislative bodies of the County of San Mateo that are subject to the Brown Act, including but not limited to, the Planning Commission, the Assessment Appeals Board, the Civil Service Commission, and all other oversight and advisory boards, committees and commissions established by the Board of Supervisors and subject to the Brown Act, to make a similar finding and avail themselves of teleconferencing until the risk of community transmission has further declined

**DISCUSSION:**

Because local rates of transmission of COVID-19 are still in the “substantial” tier as measured by the Centers for Disease Control, we recommend that the Commission on the Status of Women avail itself of the provisions of AB 361 allowing continuation of online meetings by adopting findings to the effect that conducting in-person meetings would present an imminent risk to the health and safety of attendees. A resolution to that effect and directing staff to return each 30 days with the opportunity to renew such findings, is attached hereto.

**FISCAL IMPACT:**

None

## RESOLUTION NO.

### RESOLUTION FINDING THAT, AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY DECLARED BY GOVERNOR NEWSOM, MEETING IN PERSON FOR MEETINGS OF THE COMMISSION ON THE STATUS OF WOMEN WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES

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**WHEREAS**, on March 4, 2020, the Governor proclaimed pursuant to his authority under the California Emergency Services Act, California Government Code section 8625, that a state of emergency exists with regard to a novel coronavirus (a disease now known as COVID-19); and

**WHEREAS**, on June 4, 2021, the Governor clarified that the “reopening” of California on June 15, 2021 did not include any change to the proclaimed state of emergency or the powers exercised thereunder, and as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to California Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution in the state Legislature; and

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361 that provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act provided the legislative

body determines that meeting in person would present imminent risks to the health or safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and,

**WHEREAS**, California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations

(<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and,

**WHEREAS**, the CDC has established a “Community Transmission” metric with 4 tiers designed to reflect a community’s COVID-19 case rate and percent positivity; and,

**WHEREAS**, the County of San Mateo currently has a Community Transmission metric of “substantial” which is the second most serious of the tiers; and,

**WHEREAS**, the Commission on the Status of Women has an important governmental interest in protecting the health, safety and welfare of those who participate in its meetings; and,

**WHEREAS**, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the Commission on the Status of Women deems it necessary to find that meeting in person would present imminent risks

to the health or safety of attendees, and thus intends to invoke the provisions of AB 361 related to teleconferencing;

**WHEREAS**, The Board of Supervisors strongly encourages all legislative bodies of the County of San Mateo that are subject to the Brown Act, including but not limited to, the Planning Commission, the Assessment Appeals Board, the Civil Service Commission, and all other oversight and advisory boards, committees and commissions established by the Board of Supervisors and subject to the Brown Act, to make a similar finding and avail themselves of teleconferencing until the risk of community transmission has further declined;

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that

1. The recitals set forth above are true and correct.
2. The Commission on the Status of Women finds that meeting in person would present imminent risks to the health or safety of attendees.
3. Staff is directed to return no later than thirty (30) days after the adoption of this resolution with an item for the Commission on the Status of Women to consider making the findings required by AB 361 in order to continue meeting under its provisions.
4. Staff is directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.

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**To: San Mateo County Commission on the Status of Women**

**From: Cate Warden, Penelope Stinson Youth Liaisons to Commission on the Status of Women**

**Date: March 2022**

**Subject: Youth Commissioner Updates**

- Sexual Assault Resolution
  - Declaration was passed in YC; continuing to move it through more departments/leaders
- Declaration of Educational Equity
  - The Education and Economic Development subcommittee is continuing to develop a declaration, which was passed in the YC
  - Reaching out to different community education leaders
- Immigrant Youth Subcommittee
  - Finalizing the details of the Know Your Rights Workshop
  - Immigrant Youth Scholarship is open for application
- Children's Budget
  - The YC reviewed and analyzed the current Children's Budget
  - Made notes and suggestions for how it can be improved

**To: San Mateo County Commission on the Status of Women**  
**From: Tanya Beat, Director**  
**Date: March 22, 2022**  
**Subject: Status of recent events/projects**

### **General Commission Updates**

*CSW Retreat: July 15 or 22 2022*

- A Friday Retreat would be 12:00pm – 5:00pm;
- However, we could do a morning retreat from 8:30am – 1:30pm.
- Looking for a facilitator right now. Peninsula Conflict Resolution Center, Dani Gasparini. Any suggestions?

*Commissioner Connection*

- Email photos of yourself from 1997 and 2012 and share how you are the same now and how you are different.
- This will be presented at the July Retreat.

*California Commission on the Status of Women & Girls Women Recovery Response Grant*

- We have been awarded and I am waiting to learn the amount and the details on how to move forward with the funding.
- We were invited to resubmit specific to Capacity Building and requested funds for virtual platform, media & outreach materials and language interpretation and material translation for our events this year.

### **RISE 2022 Information & Announcements**

- RISE 2022 discount “womenlead” provides \$15 off the total price. Allows people to register for \$10.
- Simply email me with a request for a scholarship. Include the person’s name and email (or list). This email will be the one they will need to access Whova with.
- Would love it if you logged on to Whova and create your Agenda. Would like a Commissioner in each session and activity on March 23 and March 24.
- Volunteer to help staff the CSW Booth?

## *Volunteers Needed*

- Music playlists – Opening of Conference; transition to Keynotes, lunchtime
- Exhibit Hall – CSW table (March 24, 2:00-3:00pm)
- Community Engagement (before and during the event)
  - Create Meet-ups
  - Discussion Topics
  - Social Groups
- Networking Roundtables (1:00pm): We need more table hosts
  - Each table can hold 8 people max and we need a host for each table. Each table will have a topic where the host can facilitate a conversation or present a topic for feedback. This is a great opportunity to engage the community on issues that the CSW is interested in addressing. I am estimating we could need up to 25 tables for 60 minutes. Attendees can leave & join other tables at any time. Topics can be what you choose.
  - <https://whova.com/blog/whova-launches-roundtables/>



## RISE 2022

March 23-24

Commission on the Status of  
Women of San Mateo County

Dear Speakers,

The following are important suggestions to help you and your speakers be prepared for your RISE 2022 Session.

By now you would have already met with your speakers to go over session structure, “run of show,” and confirming anything else that will be included in your session (polls, Q&A, music).

### New Technical Learnings:

- All sessions will give attendees the option to either watch on Whova or go directly to your video conference link. Here is why:
- Through testing, I have learned that when you view a session in Whova, the Whova window cuts off the Zoom tools to turn on live captioning and language interpretation. To access either of these tools, the viewer must choose to view the session directly in the Zoom you provided. The option to view the session directly in Zoom will be available to them. That means you may have attendees in Zoom and in Whova.

*How does this Impact Your Session?*

- The Chat and/or Q&A boxes are provided both in Whova AND in Zoom and are not merged in your Zoom. The person who is managing your Chat and/or Q&A in your Zoom will need to open Whova on their Smartphone to check the chat and/or Q&A in your Whova session room as well. It will not work on another desktop/laptop.

### Technical Reminders:

### Moderators and/or Session Organizers

- Please make sure that your speakers have the session Zoom link. [Current list here](#). The only sessions that do NOT need Zoom are: Speed Networking, Roundtables & Exhibit Booths.
- The Zoom that you use is required to have closed captions turned on. Be sure to have this tool turned on in your Settings ahead of time.
- Please record your session. We want to upload them for future viewing.
- Do you have your “waiting room” on? If so, be prepared to admit everyone into the room or learn how to turn it off when the session starts.
- Please provide Tanya with your cell phone should she need to reach you. Tanya can be reached at (650) 363-4467.

### Speakers

- Test your speakers, camera, microphone. Test Zoom so that you understand all the tools provided.
- Check your internet, computer power & battery.
- Check your Wifi and try to be at the most stable point of connection which usually is the nearest point to your router.
- Be in a location that does not have a lot of environmental noise and if it does, please use headphones. Believe it or not, clear audio is more important than video.
- It is recommended to use the RISE 2022 background images which helps to identify you as a speaker and/or Commissioner.
- Remember to fully write your name and you can add your pronouns. Your Speaker profile on the website will reflect everything else and all attendees have access to it.

### Procedure for entering session

- The session organizer will provide you the [Zoom link for your session](#). Make sure you have this in a convenient location that is easily accessed (like a calendar invitation). This is how you are entering your session as a speaker (not on Whova).

- Enter your Zoom earlier than your session start. Your organizer will tell you exactly when they want you to enter (30 minutes before, 15 minutes before).
- It is recommended to put your zoom view as “Gallery view” if you have multiple speakers.
- The session organizer or the person who is managing the Zoom tech for your session should spotlight you as a speaker (if this is a Zoom meeting).
- Each session will start at their designated time and the broadcast is starting (to Whova).
- If your internet is slow or is broken, don’t panic. If you need to log back on, simply click on the Zoom link again to enter. If your internet is frozen or slow, click your video off - sometimes this will help steady your internet connection.
- The close of the session will be announced by the moderator and at that point, the session organizer will stop the Zoom.
- If you want to debrief the session, please arrange with your session organizer an actual date, time and Zoom to do that (even if it’s immediately following the close of the session).

Tools:

Download/Upload [Background Options](#) (optional)

Download [PPT Template](#) (optional)



# COUNTY OF SAN MATEO

## COMMISSION ON THE STATUS OF WOMEN

## 2021 ANNUAL REPORT

# COMMISSION ON THE STATUS OF WOMEN OF SAN MATEO COUNTY

Submitted to the Board of Supervisors on March 8, 2022

### I. INTRODUCTION

The Commission on the Status of Women (CSW), founded in 1982, seeks to improve the quality of life for women of all ages in San Mateo County. Through strategic partnerships and collaboration, the Commission identifies women's needs, advises the Board of Supervisors, and educates the community on matters concerning women. The Commission also honors the achievements of women through the Women's Hall of Fame, currently planning its 34<sup>th</sup> ceremony as well as providing its third biennial women's leadership conference for and by women in San Mateo County. Supervisor Carole Groom is the Board of Supervisors' Liaison to the Commission. The actions of the Commission contribute to Shared Vision 2025 and a focus on the recovery of women from the impact of COVID-19.

### II. COMPOSITION OF THE COMMISSION

The Commission consists of 17 adult and 2 youth members who are residents of San Mateo County. There is one vacancy that recently opened. Current members include:

Maya Tussing, *President*

Susan Kokores, *Vice-President*

Nirmala Bandrapalli

Aileen Cassinetta

Sue Datta

Anya Drabkin

Cheryl A. Fama

Ann Girard

Kelly Keele

Dana Linda

Melissa Lukin

Christine Padilla

Karen Pyles

Ellen Tafeen

Candra Williams

Anisha Weber

Penelope Stinson,

*Youth Commissioner*

Cate Warden

*Youth Commissioner*



### III. COMMISSION ACTIVITIES

In 2021, commissioners were involved in several activities in San Mateo County (SMC) that will be outlined briefly in this section.

#### **Women's History Month**

The Future of Women's History event for Women's History Month was held on March 24, 2021 featuring young women who live in San Mateo County sharing their personal stories of advocacy and feminism. This [livestreamed event](#) is available on the [Commission on the Status of Women Facebook page](#). Additionally, Commission President Maya Tussing facilitated two The Art of the Ask workshops on March 6 and 11<sup>th</sup>. This skills-based workshop focused on communications skill development for women and girls.

#### **Women's Equality Day**

The Commission collaborated with Women in County Government and the San Mateo County Poet Laureate on an interactive networking session for Women's Equality Day on August 26, 2021. A short program of poetry and learning about Women's Equality Day introduced this annual event. We then opened networking break-out rooms with specific topics such as Community Collaboration, Women's Leadership, Career Opportunities, Child Care Resources, and the Value of Experience. Each room featured content area experts that led discussion on their topics.

#### **Women's Leadership Development**

The Commission continued its support of efforts to encourage and train women in leadership through its collaboration with the San Mateo County Leadership Council.

#### **Women's Art Exhibit**

During the month of March (Women's History Month), the Commission co-sponsored with the Arts Commission the annual Women's Art Exhibit in the Hall of Justice showcasing the work of local women artists.

#### **Collaborations**

Commissioners are ambassadors for and partners with San Mateo County programs that impact women. They include the SMC Human Trafficking Program, the Domestic Violence Council, the Youth Commission, the San Mateo County Poet Laureate, the SMC Office of Arts & Culture and the Arts Commission, the SMC Recovery Initiative and the Voter Education and Outreach Advisory Committee (VEOAC).

#### **Facebook Page**

A Facebook page, available at <https://facebook.com/SanMateoCountyCSW>, has more than 800 followers and continues to be used for community outreach.

### IV. PLANS FOR 2022

Along with the opening of the RISE 2022 Women's Leadership Conference and Women's Hall of Fame, the Commission will be completing their 2022 goals around three areas of study: Economic Empowerment; Women's

Leadership; and Mental Health and Wellness. They will be retreating in the summer of 2022 to address goals for 2023-2024. Key projects and events for 2022 include:

- Recognition of Women’s History Month in March with a Proclamation by the Board of Supervisors.
- RISE 2022 Women’s Leadership Conference on March 23-24 (<https://smcwomenlead.org>)
- Women’s Hall of Fame on May 11, 2022.
- Focus on advocacy of mental health resources for women in San Mateo County and support of BHRS “May is Mental Health Awareness Month” campaign.
- Focus on women’s leadership in their careers and local government representation.
- Women’s Equality Day event on August 26, 2022.
- Continuing to serve as ambassadors of vital County resources and information.

#### IV. FISCAL IMPACT

All activities undertaken by the Commission were financed by the Commission through their attainment of sponsorship for the Women’s Leadership Conference and the Women’s Hall of Fame Awards Celebration. The Commission thanks the generosity of the California Commission on the Status of Women and Girls, Gilead, Peninsula Health Care District, Logic20/20, Kaiser Permanente, Accenture, and San Mateo Credit Union for their sponsorship of these biennial events. Staff support is provided by the San Mateo County Human Resources Department.

#### V. MORE INFORMATION

Additional information about the Commission on the Status of Women of San Mateo County is available from Commission Director, Tanya Beat, at [tbeat@smcgov.org](mailto:tbeat@smcgov.org), or on the Commission webpages at <https://www.smcgov.org/csw>.

Commission meetings are held on the fourth Tuesday of the month and the third Tuesday in November, 6:30 – 8:30 PM. Meetings are held virtually as authorized by AB 361, signed into law by Governor Newsom on September 16, 2021. The 2022 meeting schedule is listed below:

- January 25
- February 22
- March 22
- April 26
- May 24
- June 28
- July 26
- August 23
- September 27
- October 25
- November 15