



DATE: January 7, 2015  
TO: Commissioners  
FROM: Geena Davis, Chair  
RE: Subcommittee Assignments

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At our last meeting, we discussed the creation of subcommittees to help support the Commission's day-to-day work and strategic impact. Commission subcommittees are composed of no more than two Commissioners who work with staff to regularly provide recommendations directly to the Chair.

After speaking with individual Commissioners to identify current Commission needs, the following subcommittees are being established at this time:

- ADMINISTRATION**
  - o Including operations and operating procedures, human resources, and review of expenditures
    - Lupita Cortez Alcala
    - vacant
- BUDGET**
  - o Including expenditure recommendations, State funding, Department of Finance, Fi\$Cal and DGS
    - Senator Carol Liu
    - Lauri Damrell
- FUNDRAISING/50<sup>th</sup> Anniversary**
  - o Including direct solicitation, events, grant-writing, and other funding sources to supplement State funding
    - Lauri Damrell
    - Ofelia Alvarez-Willis
- COMMUNICATIONS/OUTREACH**
  - o Including media and communications: press releases, social media, website, and program/policy events
    - Cristina Garcia

- Marina Ilich
- GOVERNANCE/LEGAL**
  - o Including by-laws, strategic planning, contracting and procurement
    - Martha Escutia
    - Nora Campos
- LEGISLATION/RESEARCH**
  - o Including legislation of interest to the Commission and informational hearings
    - Hannah-Beth Jackson
    - Alisha Wilkins
  
- PROGRAM SUB-COMMITTEES**
  - o **SEXUAL ASSAULT/FAMILY VIOLENCE**
    - Alisha Wilkins
    - Karen Nelson
  - o **WOMEN IN THE MILITARY, VETERANS & MILITARY FAMILIES**
    - Ofelia Alvarez-Willis
    - vacant
  - o **STEM**
    - Lupita Cortez Alcala
    - Kafi Blumenfield

If you are interested in any of the vacant positions or have other suggestions, please let me or Nancy Kirshner-Rodriguez know. In addition, the Commission may create future subcommittees to focus on specific issues within the action areas laid out for the Commission. These subcommittees are advisory. If at any time they are delegated decision-making authority, they would need to conduct their business in public meetings, as required by Bagley-Keene. Marian Johnston, our counsel, and I are available to talk with you personally on these subjects. Again, to comply with Bagley-Keene, please respond to me directly and do not communicate with the other Commissioners regarding this memo.