



COUNTY OF SAN MATEO LGBTQ COMMISSION

Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Commission

Meeting Minutes

Tuesday, December 4, 2018

San Mateo County Pride Center

1021 S. El Camino Real San Mateo, CA 94402 (11th Ave & El Camino)

6:30 PM – 8:30 PM

1. **Call to Order**

2. **Roll Call:** Andres Camarillo, Gabe Garcia, Terri Echelbarger, Craig Wiesner, Kris Perez, Rebecca Carabez, Grant Whitman, Stan Kiino, Lynn Schuette
Staff: Tanya Beat, Linda Wolin
Absent: Jenny Walter, Jeannine Menger

3. **Communications from Commissioners**

4. **Public Comment**

Sara Townsend, Jobs for Youth with SMC and wanted to learn more about the LGBTQ Commission.

5. **Approval & Adoption of Agenda**

Motion to approve by Grant Whitman; seconded by Terri Echelbarger. Unanimously approved.

6. **Approval of November 6, 2018 Regular Meeting Minutes**

Motion to approve by Kris Perez; seconded by Gabe Garcia. Unanimously approved.

7. **REPORTS**

➤ **Pride Initiative – Dana Johnson**

Summary description of training to youth; summary of Pride theme for 2019; please join us at the next Pride Initiative Meeting (Dec 12).

➤ **Pride Center – Lisa Putkey**

- Adult Prom Planning, next mtg is Dec 18, 6-7pm at the Pride Center. Craig Wiesner and Kris Perez will participate.

- Mental Health survey – need 30 more respondents!

- Asking Commission for help for an approval of trainees to see certain clients under Health Plan of San Mateo. Linda Wolin offers to work with Lisa to learn who the decision-maker is and what the hurdles are for approval. Linda or Lisa will follow back up with the

Commission to update us on a need for a letter of support.

-MHSA meeting in Sacramento may be January 24 OR February 28.

➤ Commission Co-Chairs:

Craig Wiesner joined a panel at Summit HS in Redwood City. He loved it and encourages others to do the next panel in January.

Andres is leaving the Commission to move out of the country for his job. Celebration and remarks were made!

➤ Commission Director:

- Everest HS Jan 10 or 11 in Redwood City. Terri Echelbarger can do Jan 10 (not 11).
- 2019 Calendar: January 8 and no meeting in July. Possible Retreat in late spring, early summer. Will discuss with co-chairs.
Motion to approve by Stan Kiino; seconded by Grant Whitman. Unanimously approved.
- SOGI Training: suggest to schedule for February (Andres Camarillo is interested in joining us).
- Get Healthy San Mateo – meeting with Belen Seara regarding partnership.
Issue, Connection, Objective, Opportunities for Action (Edwina supports Get Healthy).
Gabe is interested in being part of how to partner.
- Youth Commission Human Rights Committee is interested in having a conversation on starting a Sexual Harassment Awareness Month here in San Mateo County. Stan Kiino is interested in being part of a meeting.

8. Survey Additional Results

(see meeting materials for the additional slides)

9. Project Outline for Existing Data (*Rebecca Carabaz arrived at this time)

- Defining exact short term outcomes for this Dataset
 - Summarized analysis and approval to publish and distribute
 - Review and feedback on final Executive Summary
 - Review and feedback on BOS presentation
 - SMC Health suggests revise Youth Survey to increase numbers
- The expected outcomes for everything above except for revised Youth Survey would be January 2019.
- Youth Survey: must be very intentional with a revised survey and it should be based on what we already know and what is missing.
- At LGBTQ Commission Retreat, we would look at long term outcomes for partnership with Public Health.

10. **BOS Presentation**

- Craig read through ppt outline (see meeting materials document)
- Discussion: clarify who the audience is (BOS); less methodology more about here is the problem and this is what we learned. Less of an accusation, more of an invitation. When have you felt excluded and included (something that they can relate to personally). Mirror the five issues that we want to highlight.
Linda suggests: state that we don't have recommendations now but will be coming back in spring/summer with policy recommendations.
- Executive Summary: revise the one that Gabe Garcia originally created. Gabe will take the lead on the revise with the help of Tanya.
- 4 documents:
 - Survey results of youth and adult survey (long ppt)
 - Executive Summary (the highlight of important points) with coversheet
 - Compilation of comments from survey
 - Mini-ppt that will be presented to the BOS and for future presentations
- Timeline: mini-ppt and executive summary drafts to be done in December in preparation for the Jan 8 Commission mtg; use the Public health logo & can add the Commission logo.
- Grant Whitman volunteers to help Craig on the ppt.
- Feedback group: Andres Camarillo and Kris Perez
- Request to include in the mini-ppt the "why" this project even started.

11. **Community Outreach Plan for Survey**

- Outreach plan to distribute the survey results.
- Examples on how to distribute the survey results – personal or with formal letter or email wide distribution and even you can present the mini-ppt. It's up to you and what you are able to take on. Tanya requests that Commissioners update the contacts of the orgs they volunteered to connect with. Tanya can help upon request.
- A letter of introduction template will be created to give to all Commissioners.
- What are we asking people to do with the survey results?
 - Goal is to get the information out; keep an eye out for Community Conversations
 - Have a web form for comment/feedback
 - "Interested in joining us? Fill out this Interest Form for Community Conversations"
- Discussion:
 - Potential to connect with GSAs for a Community Convo just with them and have them take the survey.
- Community Conversation: ask what they think of the survey, what action items should we take, get them talking; and if it's a focus group, there are very specific structures to facilitate. Edwina provides great perspective on how to do a focus group and to be very intentional is important. Is the Youth survey more important to hone in on?
- Focus groups are small groups traditionally. Right now the plan for Conversations is that Commissioners are observers. PCRC are facilitators.

12. Take Group Photo for website/BOS Presentation

13. Adjournment

Public records that relate to any item on the open session agenda for a regular LGBTQ Commission meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Commission. Those public records are available for public inspection at the Human Resources office located at 455 County Center, 5th Floor, Redwood City, CA 94063. The documents are also available to be sent electronically by e-mailing tbeat@smcgov.org

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