



# COUNTY OF SAN MATEO

## COMMISSION ON THE STATUS OF WOMEN

### **Commission on the Status of Women Retreat**

**Friday, July 15, 8:30am-1:00pm**

Room 101, 455 County Center, Redwood City, CA\*

For Video Conference: <https://smcgov.zoom.us/j/99127705516> For Audio Conference: dial +1 669 900 6833 then enter Conference ID: 991 2770 5516 followed by #.

Please Note: Detailed step-by-step instructions are included in the agenda.

### **RETREAT AGENDA**

- Call to Order & Land Acknowledgement (8:30am)
- Roll Call
- Public Comment *is an opportunity for members of the public to address the Commission on any topic that is not on the agenda during this videoconference meeting. If your subject is not on the agenda, the Chair will recognize you at this time. Speakers are customarily limited to two minutes.*
- Approval & Adoption of Agenda
- Retreat Goals, Agenda Review, Group Agreements, Transition to Framing Activity
- CliftonStrengths Activity Part 1

### **Break**

- Clifton Strengths Activity Part 2
- Break and Lunch (12:00pm)
- Next Steps and Close
- Adjournment (1:00pm)

*\*This meeting is virtual because there are commissioners who are joining via Zoom and we ask that members of public join us virtually. If members of the public choose to join this Commission meeting in-person, we strongly encourage them to wear masks for this indoor public meeting (via info for indoor public settings from of the California Department of Public Health for board and commission meetings: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Face-Coverings-QA.aspx>)*

Public records that relate to any item on the open session agenda for a regular or special meeting of the Commission on the Status of Women are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available



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for public inspection at the same time they are distributed to members of the Commission. Those public records are available for public inspection at the Human Resources Department located at 455 County Center, 5<sup>th</sup> floor, Redwood City, CA 94063 by appointment. The public records may also be transmitted electronically by emailing [tbeat@smcgov.org](mailto:tbeat@smcgov.org) or calling 650-363-4467.

IN COMPLIANCE WITH THE CALIFORNIA GOVERNMENT CODE AND THE AMERICANS WITH DISABILITIES ACT, auxiliary aids and services for this meeting will be provided upon request when given three days' notice. Please call 650-363-4467 (voice) or email [tbeat@smcgov.org](mailto:tbeat@smcgov.org) to make such a request.

### Instructions for Joining a Zoom Meeting via Computer or Phone

• Members of the Public: Use "Raise Your Hand function" to make comment on an Agenda item. The moderator will then ask you to unmute yourself.

#### Options for Joining

- A. Videoconference with Computer Audio – see Option 1 below
- B. Videoconference with Phone Call Audio – see Option 2 below
- C. Calling in from iPhone or Telephone/Landline – see Option 3 below

Videoconference Options: You do not need to download Zoom in order to use the video conferencing. However, you MUST have internet access. If you want to use video, your computer needs to have a camera that can show you to the rest of the participants and vice versa.

#### Option 1 Videoconference with Computer Audio:

1. From your computer, click on the following link that is also included on the website for the Commission Meeting: <https://smcgov.zoom.us/j/99127705516>
2. A new window will open in your browser and it will automatically join you to the meeting.
3. The video should already be enabled, click on "Camera" icon to turn on or off the camera. This menu bar is also where you can mute/unmute your audio which is the "Microphone" icon.

#### Option 2 Videoconference with Phone Call Audio:

1. From your computer, click on the following link that is also included on the website for the Commission Meeting <https://smcgov.zoom.us/j/99127705516>
2. A new window will open in your browser and it will automatically join you to the meeting.
3. To join the audio separately with your phone, please dial the phone number for the meeting: +1 669 900 6833
4. You will be instructed to enter the conference ID: 991 2770 5516 followed by #
5. After a few seconds, your phone audio should be connected to the Meeting on your computer.
6. The video should already be enabled, click on "Camera" icon to turn on or off the camera. This menu bar is also where you can mute/unmute your audio which is the "Microphone" icon.

#### Option 3: Calling in via Phone:

1. To join the audio separately with your phone, please dial the phone number for the meeting: +1 669 900 6833
2. You will be instructed to enter the conference ID: 991 2770 5516 followed by #
3. You won't be able to see documents or the participants. Please ensure to download the meeting materials prior to the meeting for your own convenience.