

**SPECIAL AGENDA
NORTHWEST COMMISSION
RETREAT
SATURDAY, DECEMBER 7, 2013**

MEMBERS

Michelle Richardson-Bailey, Chair-Mayor Appointee
Fernando Serrano - District 1
Tarek Shawky, Vice Chair - District 1
Sheryl Turner - District 2
Hilda Delgado - District 3
Craig L. Washington - District 3
Allen Shay - District 4
Melissa Ertler - District 5
Jose Noel Toro - District 5
Annette Perry - District 6
Yuan Y. Chen - District 7

STAFF

Lola Osborne, Northwest Manager

MISSION STATEMENT

The City of Pasadena is dedicated to delivering exemplary municipal services, responsive to our entire community and consistent with our history, culture and unique character.

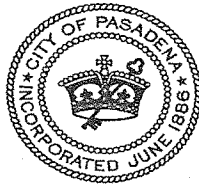
In compliance with the Americans with Disabilities Act of 1990, listening assistive devices are available from the City Manager's Office with a 24-hour advance notice. Please call 626-744-4791 to request use of a listening device.

Language translation services are available for this meeting by calling 626-744-4791 at least 24 hours in advance.

Habr  servicio de interpretaci n disponible para  stas juntas llamando al 626-744-4791 por lo menos con 24 horas de anticipaci n.

Agendas and supporting documents are available on the Internet at www.cityofpasadena.net/commissions

*Materials related to an item on this Agenda submitted to the NORTHWEST COMMISSION **after** distribution of the agenda packet are available for public inspection in the CITY MANGER'S OFFICE at 100 North Garfield Avenue, S228, Pasadena, CA 91109, during normal business hours.*



AGENDA

**NORTHWEST COMMISSION RETREAT
SPECIAL MEETING
PASADENA CONVENTION CENTER
CONFERENCE CENTER BUILDING, ROOM 101, LOWER LEVEL
PASADENA, CA 91101**

**Saturday, December 7, 2013
7:30 AM**

1. ROLL CALL
2. INTRODUCTION OF NEW COMMISSIONER
3. PUBLIC COMMENT FOR ITEMS ON THE AGENDA (10 minutes)
4. RETREAT GOALS
5. GROUND RULES FOR THE DAY (10 minutes)
6. REVIEW OF ACCOMPLISHMENTS
7. PREPARATION OF 6-MONTH WORK PLAN
 - A. Review of Carryover Items
 - B. Exploration of New Issues
8. PREPARATION OF 6-MONTH WORK PLAN (continued)
 - A. Determine/Refine Goals
 - B. Develop Specific Outcomes
9. IMPLEMENTATION STRATEGIES
10. COMMITTEE ASSIGNMENTS and BREAKOUT SESSIONS
11. COMMISSION COMMENTS (5 minutes)
12. ADJOURNMENT

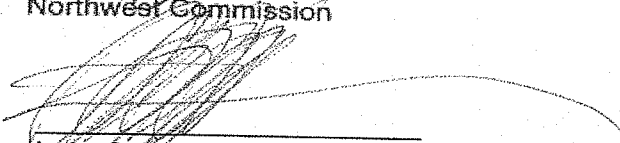
Bilingual translation will be provided upon request within 24 hours of the meeting; call (626) 744-4791. For more information, on accessibility and to request reasonable accommodations, call (626) 744-4791 or (626) 744-4371 (TDD) at least 24 hours in advance.

POSTING STATEMENT: I HEREBY CERTIFY that this Agenda, in its entirety was posted on the Council Chamber Bulletin Board S249 and the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue and the Pasadena Convention Center at 300 E. Green Street on November 26th, 2013 by 5:00 p.m. and an electronic copy sent to the Central Library for posting and the agenda may be viewed at the City's website at <http://www.ci.pasadena.ca.us/planning/meetings/notices.asp>.

Bilingual translation will be provided upon request within 24 hours of the meeting; call (626) 744-4791. For more information, on accessibility and to request reasonable accommodations, call (626) 744-4791 or (626) 744-4371 (TDD) at least 24 hours in advance.



Michelle Richardson-Bailey, Chair
Northwest Commission



Lola Osborne
Northwest Manager



MINUTES

NORTHWEST COMMISSION RETREAT
SPECIAL MEETING
PASADENA CONVENTION CENTER
CONFERENCE CENTER BUILDING
300 E. Green Street
PASADENA, CA 91103

7 APPROVED

Saturday, December 7, 2013

1. **ROLL CALL at**

COMMISSIONERS PRESENT:

CHAIR RICHARDSON-BAILEY
JOSE NOEL TORO
FERNANDO SERRANO
SHERYL TURNER
CRAIG WASHINGTON
HILDA DELGADO
MELISSA ERTLER
YUAN CHEN

COMMISSIONERS ABSENT:

VICE CHAIR SHAWKY
ALLEN SHAY
ANNETTE PERRY

2. **INTRODUCTION OF NEW COMMISSIONER** – Yuan Chen representative from District #7 provided information about her background and interest in the Commission.
3. **PUBLIC COMMENT FOR ITEMS ON THE AGENDA** – None
4. **RETREAT GOALS** – The consultants, Lise Ransdell and AJ King reviewed the goals of the retreat and what outcomes they would like to accomplish.
5. **GROUND RULES FOR THE DAY**
6. **REVIEW OF ACCOMPLISHMENTS**- The Chair reviewed the accomplishments and asked for additions.
7. **PREPARATION OF 6- MONTH WORK PLAN** (See attached Strategic Plan)
8. **IMPLEMENTATION STRATEGIES** (See attached document)
9. **COMMITTEE ASSIGNMENTS AND BREAKOUT SESSIONS** (See attached Strategic Plan)
Each Commissioner was assigned to a specific objective to work on. The assignments are reflected on the strategic plan.
10. **COMMISSION COMMENTS**- The Commission shared upcoming events and activities.
11. **ADJOURNMENT**
Parliamentarian Washington adjourned the meeting with a motion from Commissioner Delgado and seconded by Commissioner Turner.


Lola Osborne
Northwest Manager