



**SPECIAL MEETING AGENDA
COMMISSION ON THE STATUS OF WOMEN
DECEMBER 14, 2015**

MEMBERS

Charlotte Bland, Chair Person, District 4
Lorena Yepez Hernandez, Vice Chair, District 7
Tamika Farr, Commissioner, District 1
VACANT, Commissioner, District 2
Nichelle Holliday, Commissioner, District 3
Michelle Zavala, Commissioner, District 5
Anne Wolf, Commissioner, District 6
Marna Cornell, Commissioner, At-Large/District 2
VACANT, Commissioner, Mayor

STAFF

Kellee O'Rourke, Management Analyst IV
Valerie Carrillo, Recording Secretary

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 HUMAN SERVICES AND RECREATION DEPARTMENT with a 24-hour advance notice. Please call 626/744-4386 to request use of a listening device.

Language translation services are available for this meeting by calling 626/744-7333 at least 24 hours in advance.

Habr  servicio de interpretaci n disponible para  stas juntas llamando al 626/744-7333 por lo menos con 24 horas de anticipaci n.

Public meeting begins at 4:30 p.m. Items on the agenda may not be called in order listed. Agendas and supporting documents are available on the Internet.

*Materials related to an item on this Agenda submitted to the COMMISSION ON THE STATUS OF WOMEN **after** distribution of the agenda packet are available for public inspection in the HUMAN SERVICES AND RECREATION DEPARTMENT at 100 N. GARFIELD AVE., ROOM N255 during normal business hours.*



**CITY OF PASADENA
NOTICE OF SPECIAL MEETING
OF THE COMMISSION ON THE STATUS OF WOMEN
DECEMBER 14, 2015
4:00 P.M.**

NOTICE IS HEREBY GIVEN that a special meeting of the Commission on the Status of Women will be held on Monday, December 14, 2015, beginning at 6:30 p.m. for a Special Business Meeting located at Pasadena City Hall, for the purpose of considering only those items listed on the agenda below.

SPECIAL BUSINESS MEETING

- 1. CALL TO ORDER; ROLL CALL**
- 2. PUBLIC COMMENT – LIMITED TO ITEMS ON THIS SPECIAL MEETING AGENDA
(Limited to 3 minutes)**
- 3. REVIEW AND APPROVAL OF MINUTES FOR NOVEMBER 9, 2015***
- 4. OLD BUSINESS**
 - A. Consideration of partnership with Human Services Commission and sponsorship of a community workshop on keeping children safe.**

5. NEW BUSINESS

ACTION ITEMS

- A. ACCW January 22, 2016 Conference Commission participation and travel.**
- B. March Women’s History Month Event Planning.**

**6. REPORTS FROM COMMISSION and COMMITTEES
INFORMATION ITEMS ONLY**

- A. Survival Guide 2016-2018 Ad-Hoc Committee Update**
- B. Commission Workplan Update***
- C. FY 2015-2016 Women's Issues Budget***

7. ANNOUNCEMENTS FROM COMMISSIONERS

8. STAFF COMMENTS/UPDATES

9. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

10. ADJOURNMENT

**Attachment*



**Charlotte Bland, Chair
Commission on the Status of Women**

**Attachment*

I HEREBY CERTIFY that this notice, in its entirety, was posted on the Internet at <http://ww2.cityofpasadena.net/humanservices-agendas/agendas/HumanServices/currentagenda.pdf>, Council Chamber Bulletin Board, Room 249, and the Bulletin Board in the rotunda area of City Hall, and a copy was distributed to the Central Library for posting on this 10th day of December 2015, by 5:30 p.m., and that copies were emailed or delivered, and/or notice accepted by telephone not less than 24 hours prior to the meeting, to each member of the Pasadena Commission on the Status of Women and emailed to each local newspaper of general circulation, radio or television station requesting notice in writing, all of which media recipients are identified on the distribution list below.



**Kellee O'Rourke, MA IV
Staff, Commission on the Status of Women**

DISTRIBUTION:

| | |
|--------------------------|--------------------|
| Central Library | Los Angeles Times |
| City Clerk | |
| City Council | Pasadena NOW |
| City Manager | Pasadena Star News |
| Neighborhood Connections | Pasadena Weekly |

In compliance with the Americans and Disabilities Act, if you need special assistance to participate in this meeting, please contact the Human Services and Recreation Department at (626) 744-4386. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

Language translation services are available for this meeting by calling (626) 744-4386 at least 24 hours in advance.
Habra servicio de interpretación disponible para éstas juntas llamando al (626) 744-4386 por lo menos con 24 horas de anticipación.

**6. REPORTS FROM COMMISSION
and COMMITTEES
INFORMATION ITEMS ONLY**

B. Commission Workplan Update*

**CITY OF PASADENA COMMISSION ON THE STATUS OF WOMEN
OUTLINE FOR WORK PLAN: 7/1/15 - 6/30/16**

MISSION (as stated in Charter/Ordinance): To advise City Council on the special needs and concerns of women of all ages, races, ethnic and cultural backgrounds, religious convictions, and economic and social circumstances. Duties include recommending programs and legislation to promote and insure equal rights and opportunities for all women in Pasadena.

OBJECTIVES:

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|-----------|--|
| 1. | By June, 2016, the full commission will conduct a commission retreat to review accomplishments of the Work Plan for July, 2015 through June, 2016; review and discuss attendance for July, 2015 through June, 2016; and discuss potential Commission activities and Work Plan items for July, 2016 through June, 2017. |
| 2. | By August, 2016, submit an Annual Report for the year completed June, 2016, a Commission Attendance Report for July, 2015 through June, 2016, and a Work Plan for July, 2016 through June, 2017. |
| 3. | From May, 2015 through June, 2016, continue to market and distribute the 2014-2016 Survival Guide. |
| 4. | Establish a standing committee to research, update and publish the 2016-2018 Survival Guide. |
| 5. | By June, 2016, explore various funding sources for the 2016-2018 Survival Guide printing costs. |
| 6. | By June, 2016, publish the 2016-2018 Survival Guide. |
| 7. | Continue to raise the profile of the Commission throughout the Community and publicize meetings, resources and events in order to ensure that the Commission is accessible to community members throughout Pasadena. |
| 8. | Continue to identify opportunities to participate in media, especially local media, print and social media, on subject matter related to women of all ages. |

**CITY OF PASADENA COMMISSION ON THE STATUS OF WOMEN
OUTLINE FOR WORK PLAN: 7/1/15 - 6/30/16**

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|------------|--|
| 9. | Seek Council support and visibility for topics related to issues that the Commission supports regarding women of all ages. These efforts are to include support of Women’s History Month, the Women’s Policy Summit and domestic violence. |
| 10. | In March, 2016, celebrate Women’s History Month with an event that involves the greater community and includes various ethnically, culturally and generationally diverse groups of Pasadena women. |
| 11. | By January, 2016, the Commission will continue to hold membership in and participate with the Association of California Commissions for Women (ACCW) and the National Association of Commissions for Women (NACW). |
| 12. | In October, 2015, the Commission will participate in the Southern California Women’s Health Conference to be held at the Pasadena Convention Center. |
| 13. | By June, 2016, the Commission will engage in appropriate opportunities to stimulate discussion on the Status of Women and will support and engage in efforts to improve the quality of life for women of all ages in the City of Pasadena. |
| 14. | By June, 2016, continue support implementation of Title IX and AB 2494- Gender Equality Policy support for the City of Pasadena. |
| 15. | In the 2015-2016 year, follow up on the five topics identified in the 2015 Report on the Status of Women in Pasadena in the form of community chats. |
| 16. | In the 2015-2016 year, explore and identify collaborative opportunities with City commissions, community groups and other organizations. |

NOTE: Objectives and dates are subject to change with approval by the Commission.

**6. REPORTS FROM COMMISSION
and COMMITTEES
INFORMATION ITEMS ONLY**

**C. FY 2015-2016 Women's Issues
Budget***

12/10/2015 15:33 |LIVE DATABASE Oct 6 2014
 korourke |YTD BUDGET

|P 1
 |glytbdud

FOR 2016 12

JOURNAL DETAIL 2016 1 TO 2016 5

| ACCOUNTS FOR: | ORIGINAL | REVISED | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE | PCT |
|--------------------------------------|----------|---------|------------|------------|--------------|-----------|-------|
| 101 General Fund | APPROP | BUDGET | | | | BUDGET | USED |
| 800500 Regular Pay - PERS | 16,964 | 16,964 | .00 | .00 | .00 | 16,963.68 | .0% |
| 802700 Workers' Compensation | 196 | 196 | .00 | .00 | .00 | 196.07 | .0% |
| 803100 General Liability | 2 | 2 | .00 | .00 | .00 | 2.27 | .0% |
| 804000 City Portion-PERS | 4,387 | 4,387 | .00 | .00 | .00 | 4,386.83 | .0% |
| 804400 Life Insurance | 17 | 17 | .00 | .00 | .00 | 16.65 | .0% |
| 804500 Dental Insurance | 108 | 108 | .00 | .00 | .00 | 108.10 | .0% |
| 804600 MediCare City Contribution | 302 | 302 | .00 | .00 | .00 | 301.81 | .0% |
| 804700 Long Term Disability | 52 | 52 | .00 | .00 | .00 | 51.59 | .0% |
| 804900 Medical | 3,130 | 3,130 | .00 | .00 | .00 | 3,129.89 | .0% |
| 805000 Benefits | 3,851 | 3,851 | .00 | .00 | .00 | 3,850.65 | .0% |
| 805900 CellPhone/SmartPhone Stipend | 72 | 72 | .00 | .00 | .00 | 72.00 | .0% |
| 810100 Materials And Supplies | 1,000 | 1,000 | .00 | .00 | .00 | 1,000.00 | .0% |
| 811000 Outside Printing & Duplicatin | 4,814 | 4,814 | .00 | .00 | .00 | 4,814.00 | .0% |
| 811400 Other Contract Services | 1,250 | 1,250 | 390.00 | .00 | .00 | 860.00 | 31.2% |
| 812400 Dues And Memberships | 200 | 200 | .00 | .00 | .00 | 200.00 | .0% |
| 812500 Special Civic Events | 500 | 500 | .00 | .00 | .00 | 500.00 | .0% |
| 812700 Conf & Mtgs-City Departments | 1,200 | 1,200 | 660.00 | .00 | .00 | 540.00 | 55.0% |
| 860100 IS-Structural Maintenance | 1,307 | 1,307 | 435.00 | .00 | .00 | 872.00 | 33.3% |
| 860400 IS-Utilities & Insurance-Hsek | 714 | 714 | 294.00 | .00 | .00 | 420.00 | 41.2% |
| 860500 IS-Houskeeping Services | 597 | 597 | 197.00 | .00 | .00 | 400.00 | 33.0% |
| 860700 IS-Printing | 1,800 | 1,800 | 119.00 | .00 | .00 | 1,681.00 | 6.6% |
| 860800 IS-Mail - Basic Services | 249 | 249 | 81.00 | .00 | .00 | 168.00 | 32.5% |
| 860900 IS-DoIt Telephone Basic | 1,158 | 1,158 | 285.00 | .00 | .00 | 873.00 | 24.6% |
| 862000 IS-Building Preventive Mainte | 270 | 270 | 86.00 | .00 | .00 | 184.00 | 31.9% |
| 862200 IS-DoIt Telephone Usage | 100 | 100 | .32 | .00 | .00 | 99.68 | .3% |
| 870800 Trans To Benefits & Insurnce | 365 | 365 | 125.00 | .00 | .00 | 240.00 | 34.2% |
| TOTAL General Fund | 44,604 | 44,604 | 2,672.32 | .00 | .00 | 41,931.22 | 6.0% |
| TOTAL EXPENSES | 44,604 | 44,604 | 2,672.32 | .00 | .00 | 41,931.22 | |

12/10/2015 15:33 |LIVE DATABASE Oct 6 2014
 korourke |YTD BUDGET

|P 2
 |glytbdud

FOR 2016 12

JOURNAL DETAIL 2016 1 TO 2016 5

| | ORIGINAL | REVISED | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE | PCT |
|-------------|----------|---------|------------|------------|--------------|-----------|------|
| | APPROP | BUDGET | | | | BUDGET | USED |
| GRAND TOTAL | 44,604 | 44,604 | 2,672.32 | .00 | .00 | 41,931.22 | 6.0% |

** END OF REPORT - Generated by O'Rourke, Kellee **

12/10/2015 15:33 |LIVE DATABASE Oct 6 2014
 korourke |YTD BUDGET

|P 3
 |glytdbud

REPORT OPTIONS

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Sequence 1      Field #      Total  Page Break  Year/Period: 2016/12
Sequence 2      11          Y       Y           Print revenue as credit: Y
Sequence 3       0          N       N           Print totals only: Y
Sequence 4       0          N       N           Suppress zero bal accts: Y
                                         Print full GL account: N
                                         Double space: N
Report title:      Roll projects to object: N
  YTD BUDGET

                                         Carry forward code: 1
                                         Print journal detail: Y
                                         From Yr/Per: 2016/ 1
                                         To Yr/Per: 2016/ 5
Print Full or Short description: F
Print MTD Version: Y
Print Revenues-Version headings: N
Format type: 1
Print revenue budgets as zero: N
Include Fund Balance: N
Include requisition amount: N
Multiyear view: F
                                         Include budget entries: Y
                                         Incl encumb/liq entries: Y
                                         Sort by JE # or PO #: J
                                         Detail format option: 1
    
```

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Find Criteria
Field Name      Field Value
Org              10118005
Object
Project
Rollup code
Account type
Account status
    
```

