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**AGENDA
COMMISSION ON THE STATUS OF WOMEN
SPECIAL MEETING
JULY 24, 2017**

MEMBERS

Vacant, Chair, District X
Norma Estela Fernandez, Vice-Chair, Mayor
Vacant, District 1
Lorraine Montgomery, District 2
Nichelle Holiday, District 3
Charlotte Bland, District 4
Vacant, District 5
Anne Wolf, District 6
Lorena Yepez Hernandez, District 7
Marna Cornell, At Large/D2

STAFF

Maricela Galvez, Community Services Supervisor II
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, assistive listening 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 (626) 744-7333 al por lo menos con 24 horas de anticipaci n.

Public meeting begins at 6:30 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 at the reception counter at the Jackie Robinson Community Center at 1020 N. Fair Oaks Ave. during normal business hours.



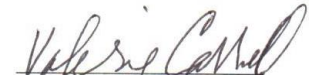
**AGENDA
COMMISSION ON THE STATUS OF WOMEN
SPECIAL MEETING
JULY 24, 2017
6:30 P.M.
JACKIE ROBINSON CENTER
1020 NORTH FAIR OAKS AVENUE
PASADENA, CA 91103**

- 1. CALL TO ORDER; WELCOME; ROLL CALL**
- 2. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**
Please limit comments to 3 minutes per speaker.
- 3. REVIEW AND APPROVAL OF MINUTES, JUNE 12, 2017***
- 4. OLD BUSINESS**
INFORMATION ITEM ONLY OR ACTION ITEM ONLY OR INFORMATION AND ACTION ITEMS
 - **NONE**
- 5. NEW BUSINESS**
INFORMATION AND ACTION ITEMS
 - **REPORT FROM NOMINATING COMMITTEE FOR COMMISSION OFFICERS FOR FY 17/18**
 - **ELECTION OF COMMISSION OFFICER FOR FY 17/18**
- 6. REVIEW OF COMMISSION ATTENDANCE IN FY 16/17**
- 7. REVIEW OF COMMISSION ACCOMPLISHMENTS IN FY 16/17***
- 8. ESTABLISH COMMISSION WORK PLAN FOR FY 17/18***
- 9. REPORTS AND COMMENTS FROM COMMISSIONERS**
- 10. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**
Please limit comments to 3 minutes per speaker.
- 11. ADJOURNMENT**

*Attachment

Note to Public: An opportunity for Public Comment will be provided at the time the above items are discussed.

I HEREBY CERTIFY that this Notice, in its entirety, was posted on the Council Chamber Bulletin Board, Room 247, and the Bulletin Board in the rotunda area of City Hall, and a copy was distributed to the Central Library for posting on this 20 day of July 2017, by 5:30 p.m., and that copies were emailed, faxed or delivered, and/or notice accepted by telephone not less than 72 hours prior to the meeting, to each member of the 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.



Valerie Carrillo, Recording Secretary
Human Services and Recreation Department

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Items on the agenda may not be called in the order listed.

3.
Minutes of June 12, 2017



MINUTES
CITY OF PASADENA
COMMISSION ON THE STATUS OF WOMEN
REGULAR MEETING
JUNE 12, 2017
6:30 P.M.
JACKIE ROBINSON CENTER
PASADENA, CA 91103

COMMISSIONERS PRESENT: Chair Charlotte Bland, Vice Chair Lorena Yepez-Hernandez (arrived at 6:34 P.M.), Tamika Farr, Lorraine Montgomery, Nichelle Holliday, Marna Cornell

COMMISSIONERS ABSENT: Anne Wolf, Norma Estela Fernandez (Excused)

STAFF PRESENT: Valerie Carrillo, Recording Secretary, Maricela Galvez, Horace Wormely, Director, Human Services and Recreation Department

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Bland called the meeting to order at 6:30 P.M. Valerie Carrillo called the roll and a quorum was established for the Commission.

2. PUBLIC COMMENT

No public comment.

3. REVIEW AND APPROVAL OF MINUTES, May 8, 2017

After review, it was moved (Yepez-Hernandez) and seconded (Montgomery) to approve the Minutes of the May 8, 2017 meeting. (Motion unanimously carried) (Abstain: Farr, Holliday) (Excused: Wolf, Fernandez)

4. OLD BUSINESS

INFORMATION ITEM ONLY

No Old Business to report.

5. NEW BUSINESS

ACTION ITEM

▪ **ELECTION OF COMMISSION OFFICERS FOR FY17/18**

A. REPORT FROM NOMINATING COMMITTEE FOR COMMISSION OFFICERS FOR FY 17/18

Nominating Committee Commissioner Montgomery reported the following nominations for FY 17/18 Commission Officers:

- Chair: No Chair was nominated at this time.
- Vice Chair: Wolf, Fernandez

B. ELECTION OF COMMISSION OFFICERS FOR FY 17/18

All Commissioners voted for Vice-Chair. Results were as follows:

- Chair: No Chair was nominated at this time.
- Vice Chair: Fernandez

It was moved (Holliday) and seconded (Bland) to approve Commissioner Fernandez as FY 17/18 Commission Vice Chair. (Motion unanimously carried). (Excused: Wolf, Fernandez)

Note: Chair Bland took the following item out of order from the published agenda.

- **THE NATIONAL WOMEN'S POLITICAL CAUCUS OF THE GREATER PASADENA AREA (NWPC – GPA) – TRAINING COLLABORATION AND SUPPORT – JUNE 17, 2017**

Marguerite Cooper, National Women's Political Caucus, she provided a brief overview of the upcoming Workshops on June 17, 2017. Discussion followed as to which of the Commissioners will be attending the workshop.

After discussion it was moved (Yepez-Hernandez) and seconded (Bland) to have Commissioner Cornell attend the 2:00 PM Workshop on behalf of the Commission.

- **ANNUAL MEETING**

- **LOCATION**

The Commissioners discussed the date, time and location. After discussion, it was moved (Yepez-Hernandez) and seconded (Holliday) to hold the Annual Meeting on July 24, 2017, 6:30 PM at Jackie Robinson Center 1020 N. Fair Oaks Ave.

INFORMATION ITEM ONLY

- **THE CONVENTION ON THE ELIMINATION OF ALL FORMS OF DISCRIMINATION AGAINST WOMEN (CEDAW) (WORKPLAN OBJECTIVE 14)**

Item Tabled.

- **COLLABORATIVE OPORTUNITIES (WORKPLAN OBJECTIVE 15)**

It was mentioned that the Work Plan Objective has been completed.

- **FRIENDS OF THE COMMISSION ON THE STATUS OF WOMEN – FUNDRAISING**

Item Tabled.

- **SOCIAL MEDIA WEBSITE RECOMMENDATIONS**

Maricela Galvez provided the following update: The new website has been launched and no pictures have been added as of yet.

6. UPDATES/REPORTS/ANNOUNCEMENTS FROM COMMISSIONERS

INFORMATION ITEMS ONLY

▪ UPDATES:

- **HUMAN TRAFFICKING OUTREACH PROJECT: SB 1193 IMPLEMENTATION (WORKPLAN OBJECTIVE 8)**
Horace Wormely will follow up with the City Attorney for use of the city's website on the signage; he informed the Commission that the city does not have staff to enforce signage posting.
- **AMENDMENTS OF COMMISSION RULES AND REGULATIONS**
Horace Wormely will present to the City Clerk the Commission's request to put the approval of the Commission Rules and Regulations on the Council Meeting Agenda for the month of June.
- **TITLE IX AND AB2494 GENDER EQUALITY POLICY (WORKPLAN OBJECTIVE 13)**
It was mentioned that the Work Plan Objective has been completed.
- **CURRENT WOMEN POLICY ISSUES**
Item Tabled.

REPORTS:

- **SURVIVAL GUIDE (WORKPLAN OBJECTIVE 3 & 4)**
Maricela Galvez provided an update regarding the funding for the printing of the 2018-2020 Survival Guide. She will be meeting with the Human Services and Recreation Department's Budget Analyst to discuss funding and will report back. She mentioned that the Commission would be able to fundraise as an option.
- **RAISING THE PROFILE ON THE COMMISSION (WORKPLAN OBJECTIVE 6)**
It was mentioned that the Work Plan Objective is completed.
- **OPPORTUNITIES TO PARTICIPATE IN MEDIA (WORKPLAN OBJECTIVE 7)**
It was mentioned that the Work Plan Objective is completed.
- **ASSOCIATION FO CALIFORNIA COMMISSON FOR WOMEN (WORKPLAN OBJECTIVE 10)**
It was mentioned that the Work Plan Objective is completed.
- **NATIONAL ASSOCIATION OF COMMISSION FOR WOMEN (WORKPLAN OBJECTIVE 10)**
Item Tabled.
- **REPORT ON THE STATUS OF WOMEN IN PASADENA (WORKPLAN OBJECTIVE 16)**
Item Tabled.

CONFERENCES:

- **NACW CONFERENCE MEETING, JULY 2017, NEW YORK**
- **ACCW CONFERENCE MEETING, SEPTEMBER 23, 2017, SAN FRANCISCO**

Chair Bland briefly mentioned the dates of the conferences for any of the Commissioners that are interested in attending.

7. STAFF COMMENTS/UPDATES

Commissioner Yepez-Hernandez announced that PUSD Families in Transition provides housing and clothing for families in need.

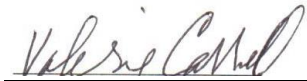
Horace Wormely announced today as the first day of Summer Camp at Victory Park, Villa-Parke and Urban Adventures Camp started today June 12, and the Summer Rose Program to provide summer jobs for 167 youth is in progress.

8. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

No suggestions.

9. ADJOURNMENT

It was moved (Yepez-Hernandez) and seconded (Cornell) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 8:37 P.M.



Valerie Carrillo, Recording Secretary
Human Services and Recreation Department

5.
WORK PLAN 7/1/16 – 6/30/17

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:

<p>1.</p>	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ By July, 2017, the full commission will conduct a commission retreat to review accomplishments of the Work Plan for July, 2016 through June, 2017; review and discuss attendance for July, 2016 through June, 2017; and discuss potential Commission activities and Work Plan items for July, 2017 through June, 2018. <p>STATUS:</p>
<p>2.</p>	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ By August 31, 2017, submit to City Council an Annual Report of Accomplishments per the FY 2016-2017 Work Plan, a Commission Membership Attendance Report for the year ended 6/30/17, and a Work Plan for FY2016-2017 (July 1, 2017 to June 30, 2018). <p>STATUS:</p>
<p>3.</p>	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ From July 1, 2016 through June 30, 2017, continue to market, distribute and update the 2016-2018 Survival Guide. <p>STATUS: COMPLETED.</p>
<p>4.</p>	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ Establish a Standing Committee during FY16-17, to coordinate with staff in updating the electronic version of the 2016–2018 Survival Guide. <p>STATUS:</p>
<p>5.</p>	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ By June 2017, explore/identify funding sources for 2017 FY in order to fulfill the Commissions obligations as stated in the Municipal Code 2.65.110 – Purpose and Functions. <p>STATUS:</p>

6.	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ 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. *Cost \$150.00. <p>STATUS: COMPLETED.</p>
7.	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ Continue to identify opportunities to participate in media, especially local media, print and social media, on subject matter related to women of all ages and ethnic backgrounds. <p>STATUS: COMPLETED.</p>
8.	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ 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 and domestic violence. <p>STATUS:</p>
9.	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ In March, 2017, celebrate Women’s History Month with events that involve the greater community and include various ethnically, culturally and generationally diverse groups of Pasadena women. *Cost \$750.00 <p>STATUS: COMPLETED.</p>
10.	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ In FY 2017, 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); *cost associated: Memberships \$150, Conference ACCW \$500, Conference NACW \$1,500.00 <p>STATUS: COMPLETED.</p>
11.	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ In 2016, the Commission will participate in the Southern California Women’s Health Conference to be held at the Pasadena Convention Center. *Cost - \$250.00 <p>STATUS:</p>

12.	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ By June 2017, 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 by supporting events such as the YWCA Racial Justice Breakfast. *Cost - \$300.00. <p>STATUS:</p>
13.	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ In FY 2016-2017 continue to support implementation of Title IX and AB 2494-Gender Equality Policy support for the City of Pasadena. <p>STATUS: COMPLETED.</p>
14.	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ In the 2016-2017 year, town hall meeting on five topics identified in the 2015 Report on the Status of Women in Pasadena. *Cost - \$1,500.00 - \$2,000.00. <p>STATUS:</p>
15.	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ In the 2016-2017 year, explore and identify collaborative opportunities with City commissions, community groups and other organizations. *Cost - \$500.00. <p>STATUS: COMPLETED.</p>
16.	<p>During FY 2016-2017:</p> <ul style="list-style-type: none"> ➤ In 2016-2017 FY, continue communications with Mount Saint Mary's College, regarding the creation of the future report on the Status of Women, City of Pasadena. <p>STATUS:</p>

*Cost estimated based on past expenditures.

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

PASADENA COMMISSION ON THE STATUS OF WOMEN

MEETING ATTENDANCE: FY 2016-2017

NAME	2016						2017					
	[R]											
	7/11	8/8	9/12	10/10	11/14	12/12	1/9	2/13	3/13	4/10	5/8	6/12
<i>Charlotte Bland</i>	P	P	P	P	P	P	P	P	P	P	P	P
<i>Lorena Yopez-Hernandez</i>	P	P	E	P	P	E	P	P	E	E	P	P
<i>Tamika Farr</i>	E	P	P	P	E	E	P	P	E	P	E	P
<i>Lorraine Montgomery</i>			P	P	P	P	P	P	P	P	P	P
<i>Nichelle Holliday</i>	P	P	P	E	P	P	P	E	P	P	E	P
<i>Michelle Zavala</i>	P	A	P	E	P	P						
<i>Anne Wolf</i>	P	E	P	P	P	P	P	E	P	P	E	E
<i>Marna Cornell</i>	P	P	P	P	P	P	P	E	P	P	P	P
<i>Norma Estela Fernandez</i>								P	P	P	P	E

KEY:

P=PRESENT

A=ABSENT (UNEXCUSED)

E= EXCUSED ABSENCE

SHADED=NOT APPLICABLE

C=DARK/MEETING CANCELLED/HOLIDAY

S=SPECIAL MEETING

[R]=RETREAT

CSW Meeting Attendance FY16-17; Approved: