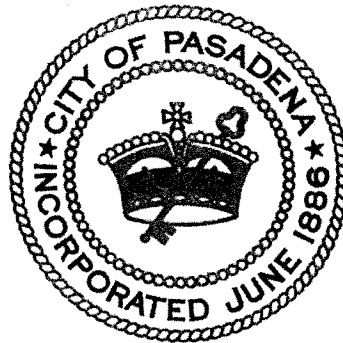


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**AGENDA
HUMAN RELATIONS COMMISSION
SPECIAL MEETING**

**August 22, 2017
6:30 p.m.**

MEMBERS

Justin Jones, Chair, District 3
Jackie Broxton, Vice Chair, District 1
Vacant, District 2
Emmell Beech, District 4
Nat Nehdar, District 5
Sonia Singla, District 6
Vacant, District 7
Emma Oshagan, At Large
Brandon Lamar, Mayor

STAFF

Horace Wormely, Staff Liaison
Araceli López Mellem, 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.

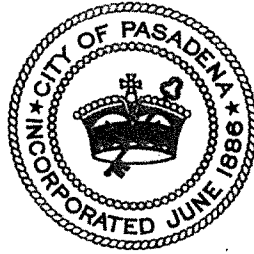
In compliance with the Americans with Disabilities Act of 1990, listening assistive devices are available from the HUMAN SERVICES AND RECREATION DEPARTMENT with a 24-hour advance notice. Please call 626/744-4386 to request use of a listening device.

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

Habrà servicio de interpretación disponible para éstas juntas llamando al 626/744-7333 por lo menos con 24 horas de anticipación.

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 Human Relations Commission 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
CITY OF PASADENA
HUMAN RELATIONS COMMISSION
SPECIAL MEETING
TUESDAY, August 22, 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- LIMITED TO ITEMS ON THIS SPECIAL MEETING AGENDA**
Please limit comments to 3 minutes per speaker.
- 3. REVIEW AND APPROVAL OF MINUTES, July 8, 2017***
- 4. OLD BUSINESS**
ACTION ITEM
 - REVIEW AND APPROVAL OF FY 2017 ANNUAL REPORT AND FY 2018 WORK PLAN*
- 5. NEW BUSINESS**
INFORMATION & ACTION ITEMS
 - NEIGHBORHOODS USA CONFERENCE RECAP
 - COMMISSION FINANCIAL REPORT
 - DISCUSSION OF COMMUNITY SURVEY
 - DISCUSSION OF POTENTIAL FORUM TOPICS
- 6. REPORTS, COMMENTS, UPDATES**
INFORMATION ONLY (unless otherwise noted)
 - A. Report from Chair**

B. Commissioner Announcements/Comments

C. Staff Updates/Reports

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

8. ADJOURNMENT

*Attachment



Justin Jones, Chair
Pasadena Human Relations Commission

I HEREBY CERTIFY that this notice, in its entirety, was posted on the Internet at <http://ww5.cityofpasadena.net/commissions/human-relations-commission/>, 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 18th day of August 2017, 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 Human Relations Commission 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:



Araceli López Mellem, Recording Secretary
Human Services & Recreation Department

DISTRIBUTION:

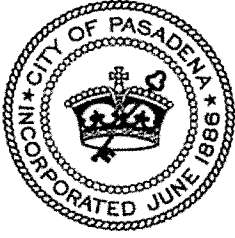
Human Relations Commission
Public Information Officer
Central Library
La Opinion
City Attorney
Los Angeles Times
City Clerk
Pasadena Journal
City Council
Pasadena NOW
City Manager
Pasadena Star News
Neighborhood Connections
Pasadena Weekly

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.

Habra servicio de interpretación disponible para éstas juntas llamando al (626) 744-4386 por lo menos con 24 horas de anticipación.

3.
Minutes of July 8, 2017

***MINUTES ***



**CITY OF PASADENA
HUMAN RELATIONS COMMISSION
SPECIAL MEETING
JULY 8, 2017
9:00 A.M.
LA CASITA DEL ARROYO
177 S. ARROYO BLVD.
PASADENA, CA 91105**

COMMISSIONERS PRESENT:

Justin Jones, Emmell Beech, Jackie Broxton, Brandon Lamar, Nat Nehdar, Emma Oshagan

COMMISSIONERS ABSENT:

Mandip Samra (excused), Sonia Singla (excused), Sahag Yedalian (absent),

STAFF PRESENT: Horace Wormely, Araceli López Mellem

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Jones called the regular meeting to order at 9:17 a.m. and welcomed everyone. Araceli López Mellem called the roll. A quorum was established for the Commission.

2. PUBLIC COMMENT

No public comment.

3. REVIEW AND APPROVAL OF MINUTES, June 6, 2017*

After review, it was moved (Beech) and seconded (Nehdar) to approve the Minutes of June 6, 2017. (Motion unanimously carried) (Absent: Samra, Singla, Yedalian)

4. OLD BUSINESS

None.

5. NEW BUSINESS

▪ **NOMINATIONS FOR COMMISSION OFFICERS FOR FY 17/18**

After discussion, Chair Jones was nominated to continue serving as Chair of the Commission. Commissioner Jones accepted the nomination. After discussion, Commissioner Broxton was nominated to serve as Vice Chair and she accepted the nomination.

- **ELECTION OF COMMISSION OFFICERS FOR FY 17/18**
After discussion, it was moved (Nehdar) and seconded (Oshagan) to elect Justin Jones and Jackie Broxton to serve as Chair and Vice Chair of the Commission for fiscal year 2018. (Motion unanimously carried) (Absent: Samra, Singla, Yedalian)
- **REVIEW OF COMMISSION ATTENDANCE IN FY 16/17**
After review, it was moved (Nehdar) and seconded (Beech) to approve the Commission Attendance report for FY 16/17. (Motion unanimously carried) (Absent: Samra, Singla, Yedalian)
- **REVIEW OF COMMISSION ACCOMPLISHMENTS IN FY 16/17**
After review and discussion, it was moved (Nehdar) and seconded (Lamar) to approve with additions the Year End Report of Accomplishments for FY16/17. (Motion unanimously carried) (Absent: Samra, Singla, Yedalian)
- **ESTABLISH COMMISSION WORK PLAN FOR FY 17/18**
After discussion, it was moved (Nehdar) and seconded (Oshagan) to approve the FY 17/18 Commission Work Plan. (Motion unanimously carried) (Absent: Samra, Singla, Yedalian)

6. REPORTS, COMMENTS, UPDATES
INFORMATION ONLY (unless otherwise noted)

- **Report from Chair**
None.
- **Ad Hoc Committee Reports**
 - **Forums Committee**
Commissioner Lamar reported that everything is set for the upcoming Community Engagement Forum.
- **Commissioner Announcements/Comments**
Commissioner Nehdar invited the Commission to several upcoming community events.

Commissioner Lamar reported that the L.A. Conservation Corps. is hiring.

- **Staff Updates/Reports**
Sonia Singla has been appointed to the Commission by Councilmember Andy Wilson to represent District 6. Horace Wormely, HSRD Director, provided an update on Human Services and Recreation Department programming, including Parks After Dark.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

- Commission Financial Report

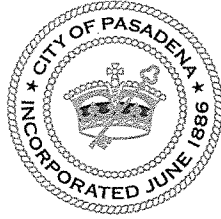
8. ADJOURNMENT

It was moved (Nehdar) and seconded (Lamar) to adjourn the meeting. (Motion unanimously carried) (Absent: Samra, Singla, Yedalian) The meeting was adjourned at 11:32 A.M.


Araceli López Mellem, Recording Secretary
Human Services & Recreation Department

4.

FY 2017 ANNUAL REPORT AND FY 2018 WORK PLAN



HUMAN SERVICES & RECREATION DEPARTMENT

August 30, 2017

TO: CITY COUNCIL
FROM: HUMAN RELATIONS COMMISSION
**SUBJECT: ANNUAL REPORT – JULY 2016 THROUGH JUNE 2017
AND WORK PLAN FOR FISCAL YEAR 2017 - 2018**

RECOMMENDATION:

This Report is submitted for information purposes only.

Attached are the following:

- Report of Work Plan Performance for July 1, 2016 through June 30, 2017
- Report of Commission Attendance for July 1, 2016 through June 30, 2017
- Proposed Work Plan for July 1, 2017 through June 30, 2018

The attached documents were reviewed and approved by the Human Relations Commission at our meetings on Saturday, July 8, 2017 and Tuesday, August 22, 2017.

Respectfully submitted,

Justin Jones, Chair
Human Relations Commission

CITY OF PASADENA HUMAN RELATIONS COMMISSION
WORK PLAN: 7/1/16 - 6/30/17
Year End Report of Accomplishments June 30, 2017

MISSION (as stated in Charter/Ordinance):

The purpose of the Human Relations Commission is to aid the city in achieving better human relations in city government, and to provide assistance to private persons and groups in promoting good will and better relations among all people. The Human Relations Commission is an advisory body.

OBJECTIVES:

1.	<p>By July 31, 2017, conduct an Annual Meeting to review accomplishments for the FY2016-2017, member attendance for the year ended 6/30/17, and draft a work plan for FY2017-2018 (July 1, 2017 to June 30, 2018).</p> <p>STATUS: COMPLETED. Reviewed accomplishments for FY 2017, member attendance, and drafted a work plan for FY 2018 at Annual Meeting held on July 8, 2017.</p>
2.	<p>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 FY 2017-2018 (July 1, 2017-June 30, 2018).</p> <p>STATUS: IN PROGRESS.</p>
3.	<p>To advise City Council on Human Relations issues of public, local and national concerns with regular updates to provide an opportunity to review and understand issues for the decision making process.</p> <ul style="list-style-type: none"> ➤ Commissioner will attend the City Council meetings on a quarterly basis ➤ Invite Councilmembers to Human Relations Commission meetings <p>STATUS: ONGOING.</p>
4.	<p>To present public forums on issues that affect human relations in the City of Pasadena.</p> <p>STATUS: COMPLETED. Celebrating Diversity Forum held on December 1, 2016.</p>

**CITY OF PASADENA HUMAN RELATIONS COMMISSION
 WORK PLAN: 7/1/17 - 6/30/18
 Year End Report of Accomplishments June 30, 2017**

5.	<p>To continue building relationships with PUSD are schools by attending school board meetings quarterly and participating in and sponsoring events and programs to engage and promote positive human relations in youth. To explore and develop a relationship with the Pasadena Youth Council and other youth groups in the Pasadena area and maintain a student intern.</p> <p><i>STATUS: ONGOING. 24th Annual High School Essay Contest held in Spring of 2017.</i></p>
6.	<p>To recognize individuals, neighborhood groups, youth and City staff who have improved human relations in the City of Pasadena.</p> <p><i>STATUS: COMPLETED. Annual Awards held on May 25, 2017; following awards were given out: Harry Sheldon Memorial Award, Model of Unity Award, Raymond Pitts Human Relations Award.</i></p>
7.	<p>To enhance the profile of the Human Relations Commission within the City of Pasadena through outreach, visibility, collaborations and accessibility with increased community involvement.</p> <p><i>STATUS: COMPLETED. The Commission developed a brochure for marketing purposes and also held and also held their annual Rekindling the Light of Peace event on January 7, 2017 and a Peace Through Music concert on April 22, 2017.</i></p>
8.	<p>To continue to engage and empower various groups and community organizations who support those groups that have been historically underrepresented and disadvantaged by attending meetings and programs or through public recognition. To promote collaboration between other City Commissions and Committees as it relates to better human relations efforts.</p> <p><i>STATUS: COMPLETED.</i></p>
9.	<p>To identify potential funding sources to supplement the City budget to support Human Relations Commission programs and activities.</p> <p><i>STATUS: ONGOING.</i></p>
10.	<p>To develop compliance guidelines and accountability for the Human Relations Commission members.</p> <p><i>STATUS: ONGOING.</i></p>

CITY OF PASADENA HUMAN RELATIONS COMMISSION
MEETING ATTENDANCE: 7/1/16 - 6/30/17

PASADENA HUMAN RELATIONS COMMISSION
MEETING ATTENDANCE: FY 2016-2017

NAME	2016												2017					
	AM	25-Jun	5-Jul	2-Aug	9-Aug	6-Sep	20-Sep	4-Oct	1-Nov	6-Dec	3-Jan	24-Jan	7-Feb	7-Mar	4-Apr	2-May	6-Jun	
Beech, Emmell	P	E	A						P	P		P	E	P	A	P	P	
Broxton, Jacqueline	P	P	P						P	E		P	P	E	E	P	P	
Jones, Justin	P	P	P						P	P		P	E	E	P	P	P	
Lamar, Brandon									P	P		P	A	P	P	P	P	
Nehdar, Nat	P	P	P						P	P		P	P	P	P	P	P	
Oshagan, Emma																		
Samra, Mandip	P	P	P						P	E		E	P	P	E	E	P	
Sata, Warren	P	P	P						E	E		P	P	P	P	P	P	
Yedalian, Sahag	P	P	A						A	A		A	A	A	A	A	A	

KEY:
P=PRESENT
A=ABSENT (UNEXCUSED)
E= EXCUSED ABSENCE
SHADE=NOT APPLICABLE
C=DARK/MEETING CANCELLED/HOLIDAY
S=SPECIAL MEETING
AM = Annual Meeting

Human Relations Commission Meeting Attendance FY16-17: Approved: July 8, 2017

**CITY OF PASADENA HUMAN RELATIONS COMMISSION
DRAFT WORK PLAN: 7/1/17 - 6/30/18**

MISSION (as stated in Charter/Ordinance):

The purpose of the Human Relations Commission is to aid the city in achieving better human relations in city government, and to provide assistance to private persons and groups in promoting good will and better relations among all people. The Human Relations Commission is an advisory body.

OBJECTIVES:

1.	<p>By July 31, 2018, conduct an Annual Meeting to review accomplishments for the FY2017-2018, member attendance for the year ended 6/30/18, and draft a work plan for FY2018-2019 (July 1, 2018 to June 30, 2019).</p> <p>Objective Leader: Justin Jones, Chair</p>
2.	<p>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 FY 2017-2018 (July 1, 2017-June 30, 2018).</p> <p>Objective Leader:</p>
3.	<p>To advise City Council on Human Relations issues of public, local and national concerns with regular updates to provide an opportunity to review and understand issues for the decision making process.</p> <p>Objective Leader:</p>
4.	<p>To present public forums, panels, and lectures on issues that affect human relations in the City of Pasadena.</p> <p>Objective Leader:</p>
5.	<p>To continue building relationships with PUSD are schools by attending school board meetings quarterly and participating in and sponsoring events and programs to engage and promote positive human relations in youth. To explore and develop a relationship with the Pasadena Youth Council and other youth groups in the Pasadena area and maintain a student intern.</p> <p>Objective Leader:</p>

**CITY OF PASADENA HUMAN RELATIONS COMMISSION
DRAFT WORK PLAN: 7/1/17 - 6/30/18**

6.	<p>To recognize individuals, neighborhood groups, youth and City staff who have improved human relations in the City of Pasadena.</p> <p>Objective Leader:</p>
7.	<p>To enhance the profile of the Human Relations Commission within the City of Pasadena through outreach, visibility, collaborations and accessibility with increased community involvement.</p> <p>Objective Leader:</p>
8.	<p>To continue to engage and empower various groups and community organizations who support those groups that have been historically underrepresented and disadvantaged by attending meetings and programs or through public recognition. To promote collaboration between other City Commissions and Committees as it relates to better human relations efforts.</p> <p>Objective Leader:</p>
9.	<p>To identify potential funding sources to supplement the City budget to support Human Relations Commission programs and activities.</p> <p>Objective Leader:</p>
10.	<p>To develop compliance guidelines and accountability for the Human Relations Commission members.</p> <p>Objective Leader:</p>

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