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AGENDA
COMMISSION ON THE STATUS OF WOMEN
REGULAR MEETING
January 8, 2018

MEMBERS

Lorena Yopez-Hernandez, Chair, District 7
Norma Estela Fernandez, Vice-Chair, Mayor
Evan Kendal McCrary, District 1
Lorraine Montgomery, District 2
Nichelle Holliday, District 3
Charlotte Bland, District 4
Jessica C. Rivas, District 5
Anne Wolf, District 6
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.

COMMISSION ON THE STATUS OF WOMEN: MISSION STATEMENT

The purpose of the commission is to advise the council on the special needs and concerns of women of all ages, races, religions, ethnic and cultural backgrounds, and economic and social circumstances.

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
REGULAR MEETING
January 8, 2018
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, NOVEMBER 13, 2017***
- 4. OLD BUSINESS**
INFORMATION ITEM ONLY
 - **TALKING POINTS (OBJECTIVE #6)**
 - **SOCIAL MEDIA UPDATE (OBJECTIVE #9)**
 - **YOUNG AFRICAN AMERICAN WOMEN'S CONFERENCE (OBJECTIVE #6)**
 - **WOMEN'S HISTORY MONTH "HERSTORY"**
- 5. NEW BUSINESS**
INFORMATION AND ACTION ITEMS
 - **NATIONAL ASSOCIATION OF COMMISSIONS FOR WOMEN (NACW) (OBJECTIVE #15)**
 - **CITIES FOR CEDAW – THE CONVENTION ON THE ELIMINATION OF ALL FORMS OF DISCRIMINATION AGAINST WOMEN**
 - **FRIENDS OF THE COMMISSION – FISCAL SPONSOR**
 - **WOMEN'S MARCH**
- 6. REPORTS, COMMENTS, UPDATES**
INFORMATION AND ACTION ITEMS
 - **STAFF REPORTS**
 - **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**
- 7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**
- 8. ADJOURNMENT**

*Attachment



Lorena Yepez-Hernandez, Chair
Commission on the Status of Women

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 09 day of November 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 November 13, 2017



MINUTES

**CITY OF PASADENA
COMMISSION ON THE STATUS OF WOMEN
REGULAR MEETING
NOVEMBER 13, 2017
6:30 P.M.
JACKIE ROBINSON COMMUNITY CENTER
1020 NORTH FAIR OAKS AVENUE
PASADENA CA 91103**

COMMISSIONERS PRESENT: Chair Lorena Yepez-Hernandez, Vice Chair Norma Estela Fernandez, Commissioners Charlotte Bland, Jessica C. Rivas, Anne Wolf, Marna Cornell

COMMISSIONERS ABSENT: Evan Kendal McCrary, Lorraine Montgomery, Nichelle Holliday, (excused)

STAFF PRESENT: Maricela Galvez, Community Services Supervisor II, Araceli Mellem – Recording Secretary, Lola Osborne, Deputy Director, Human Services and Recreation Department

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Yepez Hernandez called the meeting to order at 6:35 P.M. Araceli Mellem called the roll and a quorum was established for the Commission.

2. PUBLIC COMMENT

None.

3. REVIEW AND APPROVAL OF MINUTES, October 9, 2017

After review, it was moved by Commissioner Wolf and seconded by Vice Chair Fernandez to approve the Minutes of the October 9, 2017 meeting. (Motion unanimously carried) (Absent: McCrary, Montgomery, Holliday) (Abstain: Cornell)

4. OLD BUSINESS

INFORMATION ITEM ONLY

▪ **TALKING POINTS (OBJECTIVE #6)**

Item Tabled to next meeting.

▪ **SOCIAL MEDIA UPDATE (OBJECTIVE #9)**

No updates.

Commissioner Bland asked if there is a section in the Human Services and Recreation

Department's Newsletter for Commission News.
Staff will follow up.

Chair Yepez-Hernandez asked if a URL can be created for the Commission and can it be linked to the City's website.

Staff will follow up.

- **WORK PLAN FY 17/18**

Chair Yepez-Hernandez requested that the Commissioners identify the months to include an article in the Human Services and Recreation Department Newsletter.

5. NEW BUSINESS

INFORMATION AND ACTION ITEMS

- **ASSOCIATION OF CALIFORNIA COMMISSIONS FOR WOMEN (ACCW) (OBJECTIVE #15)**

Commissioner Bland provided an update on the ACCW Conference and mentioned that the ACCW is always looking for new Cities and Counties to join the Commission.

Note: Chair Yepez-Hernandez took the following items out of order from the published agenda.

- **LEAGUE OF WOMEN VOTERS JANUARY 2018, CO-SPONSOR EVENT**

Commission Cornell provided the following update: The Co-Sponsored Event planned for January will conflict with the Women's March in Los Angeles. Discussion on hosting a new event followed.

After discussion it was moved Cornell and seconded Fernandez that Commission host a "Her Story" Women's History Month Event in March 2018. (Motion unanimously carried) (Absent: McCrary, Montgomery, Holliday)

A discussion to have honorees at the event followed.

After discussion it was moved Wolf and seconded Rivas to honor Dolores Hickenbottom and Roberta Martinez during the "Her Story" Women's History Month Event. (Motion unanimously carried) (Absent: McCrary, Montgomery, Holliday)

- **YOUNG AFRICAN AMERICAN WOMEN'S CONFERENCE (OBJECTIVE #6)**

Item tabled to next meeting.

- **LETTER CAMPAIGN (OBJECTIVE #5)**

Commissioner Wolf mentioned that the title of this item is unclear and should be changed to include the word "Fundraising."

Commissioner Rivas presented a draft copy of the revised Fundraising Letter. Discussion followed.

Vice Chair Fernandez requested a Bitly for the URL. Staff will follow up.

Ms. Osborne informed the Commission of the following:

- Commission should use Department Letterhead only.
- When raising money as a City Commission another entity would be a fiscal sponsorship of the City Commission.
- Staff is to format all Commission letters and submit to Director or Deputy Director for approval.
- All funds collected must have an audit trail.
- Suggested that the letter be more detail oriented.

Commissioner Bland will partner with Commissioner Rivas to revisit the past Friends of the Commission to gather information on how it was established, how funds were collected, etc. and will inquire with the representative of the San Francisco CSW that have “Friends of” on best practices.

▪ **MASTER CALENDAR**

Vice Chair Fernandez provided a list of potential events and agencies that the Commission can support and partner with.

▪ **LEAGUE OF WOMEN VOTERS JANUARY 2018, CO-SPONSOR EVENT**

Item Covered.

6. REPORTS, COMMENTS

▪ **STAFF REPORTS**

The Human Services Commission is providing a presentation on Women and Homelessness with speaker Dr. Sofia Herrera and would like to make a presentation to the Commission on the Status of Women.

▪ **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Chair Yepez-Hernandez announced the following:

- PUSD Resource Guide is available.
- Invisible Alta/Pasadena, presents #MeToo Movement December 3, 2017 at 3:00 p.m.

Commissioner Wolf provided the following announcement and Comment:

- PUSD Families in Transition would like to be included in the Survival Guide.
- Requested that the Chair to speak on behalf of the Commission at the Invisible Alta/Pasadena Meeting on December 3, 2017.

▪ **SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**

Commissioner Bland suggested the following:

- Cities for CEDAW – The Convention on the Elimination of All Forms of Discrimination Against Women
- National Association of Commissions for Women (NACW)
- #MeToo Movement (Sexual Harassment in the workplace)
- Friends of the Commission – Fiscal Sponsor

Chair Yopez-Hernandez suggested the following:

- Young African American Women's Conference
- Women's March
- Women's History Month "Her Story"
- Human Trafficking Update (month of February)

7. ADJOURNMENT

It was moved (Wolf) and seconded (Cornell) to adjourn the regular meeting. (Motion unanimously carried) (Absent: I) The meeting was adjourned at 8:33 P.M.



Valerie Carrillo, Recording Secretary
Human Services and Recreation Department