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**AGENDA  
HUMAN SERVICES COMMISSION  
REGULAR MEETING  
MARCH 14, 2018  
6:00 P.M.**

**MEMBERS**

Tony Santilena, Chair, District 2  
Vera Vignes, Vice-Chair, District 7  
VACANT, District 1  
Leslie Caldwell, District 3  
Nasir Rasheed, District 4  
Peggy Sisson, District 5  
Kim Chavarria, District 6  
Myra Martin Booker, Mayor  
Jacques Bolton, Agency Representative  
Joe Ford, Agency Representative  
Hector LaFarga, Agency Representative  
James Aragon, Pasadena City College  
Ann Rector, Pasadena Unified School District

**STAFF**

Lola Osborne, Deputy Directory  
Karla Covarrubias, 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 6:00 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 Services Commission after distribution of the agenda packet are available for public inspection in the HUMAN SERVICES & RECREATION DEPARTMENT at CITY HALL, 100 North Garfield Ave., ROOM N255 during normal business hours.*



**AGENDA**  
**HUMAN SERVICES COMMISSION**  
**REGULAR MEETING**  
**March 14, 2018**  
**6:00 P.M.**  
**CITY HALL, 100 NORTH GARFIELD AVENUE**  
**GRAND CONFERENCE ROOM, S038**  
**PASADENA, CA 91101**

- 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, February 14, 2018\***
- 4. OLD BUSINESS**  
**INFORMATION ITEM**
  - NONE
- 5. NEW BUSINESS**  
**INFORMATION ITEM**
  - EARLY DEVELOPMENT INSTRUMENT (EDI) – COMMUNITY CONVERSATIONS (DANNY HENLEY, COMMUNITY CONSULTANT, UCLA CENTER HEALTHIER CHILDREN, FAMILIES, AND COMMUNITIES; VERA VIGNES, PASADENA COUNCIL FOR THE YOUNG CHILD)
- 6. REPORTS, COMMENTS, UPDATES**  
**INFORMATION ITEMS ONLY**  
Please limit comments to 3 minutes per speaker.
  - REPORT FROM THE CHAIR
  - COMMITTEE REPORTS
    - FOSTER YOUTH (FORD, BOLTON)
    - PASADENA YOUTH COUNCIL (SANTILENA)
    - LIASON TO HOMELESS ISSUE (BOOKER)
  - STAFF REPORTS

▪ **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

**7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**

**8. ADJOURNMENT**

\*Attachment

  
\_\_\_\_\_  
Tony Santilena, Chair  
Human Services Commission

**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 9<sup>th</sup> day of March 2018 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 Human Services 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.

  
\_\_\_\_\_  
Karla Covarrubias, Recording Secretary  
Human Services and Recreation Department

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In compliance with the Americans with 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.

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

**3.**

**Minutes of February 14, 2018**

**\*MINUTES\***



**CITY OF PASADENA  
HUMAN SERVICES COMMISSION  
REGULAR MEETING  
FEBRUARY 14, 2018  
6:00 P.M.  
CITY HALL, 100 NORTH GARFIELD AVENUE  
GRAND CONFERENCE ROOM, S038  
PASADENA CA 91101**

**COMMISSIONERS PRESENT:** Tony Santilena, Vera Vignes, Leslie Caldwell, Nasir Rasheed, Myra Martin Booker, Joe Ford, Hector LaFarga, James Aragon, Ann Rector, Peggy Sisson, Kim Chavarria, James Aragon, Ri-Kharlo Handy and Jacques Bolton,

**COMMISSIONERS ABSENT:** None

**STAFF PRESENT:** Lola Osborne, Horace Wormely and Karla Covarrubias

**OTHERS PRESENT:** Brad Fuller – City Attorney’s Office

**1. CALL TO ORDER; WELCOME; ROLL CALL**

Chair Santilena called the meeting to order at 6:00 P.M. Karla Covarrubias called the roll and a quorum was established for the Commission.

**2. PUBLIC COMMENT**

Staff Brad Fuller reported a clarification on quorum and vote requirements. Human Services Commissions requires 7 commissioners for quorum and 4 commissioners for voting.

**3. REVIEW AND APPROVAL OF MINUTES, November 8, 2017**

After review, it was moved (La Farga) and seconded (Bolton) to approve the Minutes of the January 10, 2018. (Motion unanimously carried) (Absent: None) (Abstain: Chavarria, Aragon and Sisson)

**4. OLD BUSINESS**

**• REPORT FROM SUB-COMMITTEE ON COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATIONS**

- Discussion and approval of sub- committee’s recommendations

Randy Mabson, Program Coordinator presented commissioner with recommendations. Final evaluation: Flintridge Center, YWCA of Foothill-Pasadena Valley, Pasadena Unified School District, Rose Bowl Aquatics Center, Pasadena Community College and FVO Solutions, Inc. After review, it was moved (Vignes) and seconded (Sisson) to approve CDBG applications. (Motion unanimously carried) (Absent: None) (Recused: La Farga and Rector)

## 5. NEW BUSINESS

### INFORMATION ITEM

#### ▪ PRESENTATION

- Report on Homeless count, Dr. Joe Coletti  
Dr. Joe Coletti, Chief Executive Officer, HUB for Urban Initiatives presented commissioners with HUD designated Pasadena Continuum of Care regarding current state of homelessness in Pasadena and best practices adopted and implemented locally, to prevent and end homelessness. Dr. Coletti addressed: Continuum of Care, Housing First Fidelity, Homeless Management Information System (HMIS) Fidelity, Coordinated Entry Systems (CES) Fidelity, Evidence-based, Best and Promising Practices Fidelity and Current State of Homelessness in Pasadena.

## 6. REPORTS, COMMENTS, UPDATES

### INFORMATION ITEMS ONLY

#### ▪ REPORT FROM THE CHAIR

Chair Santilena reported a joint meeting on February 15, 2018 with PUSD and City Council and will discuss change in election dates and status.

#### ▪ COMMITTEE REPORTS

##### ○ UPDATE ON WORK GROUP OF THE PASADENA COUNCIL FOR THE YOUNG CHILD

Vice Chair Vignes reported that the Coordinator of the Office of the Young Child, Lila Guirguis, will be leaving her position as of March 9, 2018, but she will remain on the Pasadena council for the Young Child and will continue to serve as Chair of the Early Childhood Community Hubs workgroup. The Council will be having its 3rd annual Retreat on Saturday, February 24, 2018, from 9:00 a.m. - 1:00 p.m. at La Casita Del Arroyo.

##### ○ FOSTER YOUTH (FORD, BOLTON)

Commissioner Bolton reported the concern on homeless youth in Pasadena unaccounted for. Commissioner Booker suggested a connection with Dr. Colletti, information will be sent out to Commissioner Ford and Bolton.

##### ○ PASADENA YOUTH COUNCIL (SANTILENA)

Chair Santilena reported that they have recommitted to attending various youth network meetings such as Teen Library Board, Youth Advisors, Northwest Ambassadors and other youth groups, on the first Wednesday of every month. YES Grants are in the process of being finalized.

- **LIASON TO HOMELESS ISSUE (BOOKER)**

- Commissioner Booker will distribute Dr. Colletti's information to Commissioners through Staff (Covarrubias).

- **STAFF REPORTS**

- Staff Wormely announced that Human Services and Recreation Department has been awarded 2017 California Park and Recreation Award of Excellence.

- Summer day camp recruiting opportunities are available and will be closing February 22, 2018. The following special events were announced:

- Black History Parade, 02/17/18

- Central Park Center grand opening, 02/23/18

- Summer Camp Scholarships, opening 02/21/18

- Spring Basketball registration, starting 02/26

- Jump into Summer, 03/03/18

- Egg Bowl, 03/31/18

- **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

- Commissioner Rasheed reported that Pasadena Service Federal Credit Union (PSFCU) has started a student run credit union branch at John Muir High School.

- That's the school that Jackie Robinson and so many other distinguished alums have come out of. Credit Union is providing students an opportunity to get real

- world work experience to supplement the financial education. There are four

- Grand Opening Days: Feb 1st, Feb 8th, Feb 15, and Feb 22. Currently, the branch will be open for business on Wednesday and Friday between 11:30- 3 pm.

**A. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**

None

**7. ADJOURNMENT**

It was moved (Bolton) and seconded (Aragon) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 7:33 P.M.