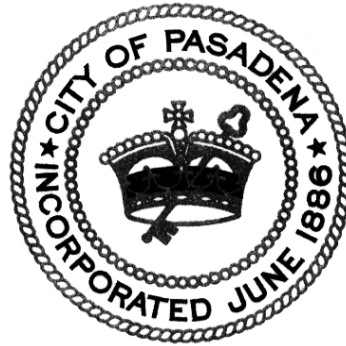


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**AGENDA  
HUMAN RELATIONS COMMISSION  
REGULAR MEETING**

**April 3, 2018  
6:30 p.m.**

**MEMBERS**

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

**STAFF**

Susana Porras, Senior Community Relations Representative  
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.*

*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 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  
REGULAR MEETING  
TUESDAY, APRIL 3, 2018  
6:30 P.M.  
JACKIE ROBINSON COMMUNITY 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, March 6, 2018\***
- 4. OLD BUSINESS**  
**INFORMATION & ACTION ITEMS**
  - NONE
- 5. NEW BUSINESS**  
**ACTION ITEM**
  - ANNUAL AWARDS NOMINATIONS
  - DISCUSSION OF FISCAL SPONSORSHIP FOR COMMISSION
- 6. REPORTS, COMMENTS, UPDATES**  
**INFORMATION ONLY (unless otherwise noted)**
  - FY 17/18 WORK PLAN UPDATES \*
    - Community Survey Update
    - Upcoming Forum/Resource Fair Update

Annual Essay Contest Update

- REPORT FROM CHAIR
- STAFF UPDATES
- COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS

**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 30<sup>th</sup> day of March 2018, 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:**

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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 March 6, 2018**

**\*MINUTES \***



**CITY OF PASADENA  
HUMAN RELATIONS COMMISSION  
REGULAR MEETING  
March 6, 2018  
6:30 P.M.  
JACKIE ROBINSON COMMUNITY CENTER  
1020 NORTH FAIR OAKS AVENUE  
PASADENA, CA 91103**

**COMMISSIONERS PRESENT:**

Justin Jones, Theresa Robinett, Mel Beech, Nat Nehdar, Sonia Singla, Joseph Ruedaflores, Emma Oshagan, Brandon Lamar

**COMMISSIONERS ABSENT:**

Brandon Lamar (excused), Sonia Singla (excused)

**STAFF PRESENT:** Lola Osborne, Susana Porras, Araceli López Mellem

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

Chair Jones called the regular meeting to order at 6:34 p.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, August 22, 2017\***

After review, it was moved (Nehdar) and seconded (Oshagan) to approve the Minutes of February 13, 2018. (Motion unanimously carried) (Absent: Lamar, Singla) (Abstain: Broxton)

**4. OLD BUSINESS**

- NONE

**5. NEW BUSINESS**

- **DISCUSSION OF ANNUAL AWARDS**

Commissioner reported that she has reserved the Armenian Center in Pasadena for the Annual Awards Ceremony on May 17, 2018.

After discussion, it was moved (Nehdar) and seconded (Beech) to approve the Annual Essay Contest Flyer with updates. (Motion unanimously carried)  
(Absent: Lamar, Singla)

After discussion, it was moved (Nehdar) and seconded (Oshagan) to approve the creation of an annual awards ad-hoc committee consisting of Commissioners Nehdar, Robinett, and Ruedaflores. (Motion unanimously carried) (Absent: Lamar, Singla)

After discussion, it was moved (Nehdar) and seconded (Ruedaflores) to set the deadline for the Annual essay Contest for April 20, 2018. (Motion unanimously carried) (Absent: Lamar, Singla)

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

### **A. Committee Reports**

#### **▪ Community Survey Update**

Commissioner Ruedaflores presented an updated draft of the community survey. After Commission review, the draft was submitted to staff for approval.

#### **▪ Upcoming Forum/Resources**

No report due to Commissioner Lamar's absence.

### **B. Report from Chair**

Chair Jones reported that there will be a District 3 meeting tomorrow, March 7<sup>th</sup> at 6:30pm at Pacific Oaks College and ArtNight is on Friday, March 9<sup>th</sup> ; Chair Jones encouraged Commissioners to attend and get involved in local events and in particular to get involved in helping to bridge gaps between community and law enforcement.

### **C. Commissioner Announcements/Comments**

Commissioner Nehdar will forward information for distribution for an upcoming concert honoring Martin Luther King, Jr. He also discussed an upcoming event honoring parents and invited the Commission to refer nominations for parents they would like to honor.

Commissioner Beech reported that he would be attending an upcoming meeting with Councilmember Gene Masuda and all of the other Commission appointees in his district. Commissioner Beech also expressed concern for current state of the Pasadena Unified School District.

Commissioner Broxton announced that Los Angeles First AME will be hosting a resource fair on May 2, 2018 for children in foster care with a special focus on "kin gap kids", children in foster care who are living with relatives.

Commissioner Broxton also encouraged fellow Commissioners to view a short film entitled, "Edith + Eddie" which focuses on elder abuse.

Commissioner Ruedaflores reported that he has reached out to a local nonprofit to have a conversation regarding fiscal sponsorship for the Commission.

**D. Staff Updates/Reports**

Staff (Lola Osborne) announced that she will be meeting with staff who provide support to Commissions within the Human Services and Recreation Department, to discuss opportunities to make changes or update outdated governing documents; any proposed changes will be placed on a future agenda for the Commission to discuss.

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

- Fiscal Sponsorship (Ruedaflores)

**8. ]ADJOURNMENT**

It was moved (Nehdar) and seconded (Oshagan) to adjourn the meeting. (Motion unanimously carried) (Absent: Lamar, Singla) The meeting was adjourned at 7:28 p.m.



Araceli López Mellem, Recording Secretary  
Human Services & Recreation Department

**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:**

|           |   |
|-----------|---|
| <b>1.</b> | 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).   |
| <b>2.</b> | 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).  |
| <b>3.</b> | 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.   |
| <b>4.</b> | To present public forums, panels, and lectures on issues that affect human relations in the City of Pasadena.   |
| <b>5.</b> | 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. |



|     |  |
|-----|--|
| 6.  | To recognize individuals, neighborhood groups, youth and City staff who have improved human relations in the City of Pasadena.   |
| 7.  | To enhance the profile of the Human Relations Commission within the City of Pasadena through outreach, visibility, collaborations and accessibility with increased community involvement.  |
| 8.  | 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. |
| 9.  | To identify potential funding sources to supplement the City budget to support Human Relations Commission programs and activities.   |
| 10. | To develop compliance guidelines and accountability for the Human Relations Commission members.  |

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