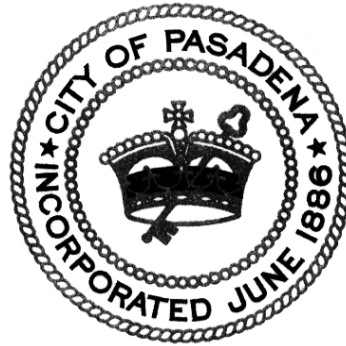


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**AGENDA
HUMAN RELATIONS COMMISSION
REGULAR MEETING**

**May 1, 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.

Habrá 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
REGULAR MEETING
TUESDAY, MAY 1, 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, April 3, 2018***
- 4. OLD BUSINESS**
INFORMATION & ACTION ITEMS
 - **ANNUAL ESSAY CONTEST & AWARDS CEREMONY UPDATES**
- 5. NEW BUSINESS**
ACTION ITEMS (unless otherwise noted)
 - **“JOIN THE CONVERSATION” PRESENTATION & SURVEY**
Matt Hawkesworth, Director of Finance, City of Pasadena
 - **VALUE OF THE HUMAN RELATIONS COMMISSION TO PASADENA POLICE DEPARTMENT**
INFORMATION ITEM
Chief John Perez and Lt. Jason Clawson, Pasadena Police Department
 - **DISCUSS DATE, TIME, LOCATION FOR ANNUAL MEETING**
 - **ESTABLISH NOMINATING COMMITTEE FOR FY 2018-2019 COMMISSION OFFICERS**

- **REVIEW OF MINOR MODIFICATIONS TO THE HUMAN RELATIONS COMMISSION PROCEDURES AND POLICIES AS WELL AS TO THE PASADENA MUNICIPAL CODE CHAPTER 2.85**

6. **REPORTS, COMMENTS, UPDATES**

INFORMATION ONLY (unless otherwise noted)

- **FY 17/18 WORK PLAN UPDATES ***
 - **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, Jackie Robinson Center, the Bulletin Board in the rotunda area of City Hall, and a copy was distributed to the Central Library for posting on this 28th day of April 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 Melleiro, Recording Secretary
Human Services & Recreation Department

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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 April 3, 2018

MINUTES



**CITY OF PASADENA
HUMAN RELATIONS COMMISSION
REGULAR MEETING
April 3, 2018
6:30 P.M.
JACKIE ROBINSON COMMUNITY CENTER
1020 NORTH FAIR OAKS AVENUE
PASADENA, CA 91103**

COMMISSIONERS PRESENT:

Justin Jones, Jackie Broxton (arrived at 6:36 p.m.) Theresa Robinett, Nat Nehdar, Sonia Singla, Joseph Ruedaflores, Emma Oshagan (arrived at 6:36 p.m.),

COMMISSIONERS ABSENT:

Emmell Beech, Brandon Lamar

STAFF PRESENT: 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, March 6, 2018*

After review, it was moved (Nehdar) and seconded (Ruedaflores) to approve the Minutes of March 6, 2018. (Motion unanimously carried) (Absent: Beech, Lamar) (Abstain: Singla)

4. OLD BUSINESS

▪ **NONE**

5. NEW BUSINESS

▪ **ANNUAL AWARDS NOMINATIONS**

Commissioner Nehdar provided a report from the annual awards nominating committee.

After discussion, it was moved (Nehdar) and seconded (Ruedaflores) to approve the Annual Awards recipients as presented by the nominating committee (see below).

Raymond J. Pitts Award: Jennifer Pringle
Model of Unity Award: YWCA and Jack Minasian
Harry Sheldon Award: Friends in Deed and Joe Hopkins

▪ **DISCUSSION OF FISCAL SPONSORSHIP FOR COMMISSION**

Commissioner Ruedaflores reported that he met with Jaylene Mosley from the Flintridge Center and discussed the possibility of the Center serving as the fiscal sponsor for the Commission.

After discussion, it was moved (Nehdar) and seconded (Robinett) to approve the establishment of an ad hoc committee to work on fiscal sponsorship and grants, etc. Vice Chair Broxton and Commissioners Ruedaflores and Oshagan were appointed to the serve on the ad hoc committee. (Motion unanimously carried) (Absent: Beech, Lamar)

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

▪ **FY 17/18 WORK PLAN UPDATES***

☐ **Community Survey Update**

Commissioner Ruedaflores reported that the survey was submitted for department approval. The use of the department logo was approved and feedback provided on survey by Deputy Director Lola Osborne.

☐ **Upcoming Forum/Resources**

No report due to Commissioner Lamar's absence.

☐ **Annual Essay Contest Update**

Dates for contest will be amended and the flyer for the contest will be distributed via email tomorrow. Commissioner Nehdar requested hard copies of the flyer and staff will make them available for pick up.

A. Report from Chair

None.

B. Commissioner Announcements/Comments

Commissioner Oshagan announced that there is a Sister Cities event on April 13, 2018 and invited Commissioners to attend.

C. Staff Updates/Reports

None.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

- None

8. ADJOURNMENT

It was moved (Nehdar) and seconded (Ruedaflores) to adjourn the meeting.
(Motion unanimously carried) (Absent: Beech, Lamar) The meeting was adjourned
at 7:51p.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:

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