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**AGENDA  
HUMAN SERVICES COMMISSION  
REGULAR MEETING  
JULY 11, 2018  
6:00 P.M.**

**MEMBERS**

Jacques Bolton, Chair, Agency Representative  
Tony Santilena, Vice-Chair,  
VACANT, District 7  
Myra Martin Booker, Mayor  
VACANT, District 1  
Leslie Caldwell, District 3  
Nasir Rasheed, District 4  
Peggy Sisson, District 5  
Kim Chavarria, District 6  
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.*

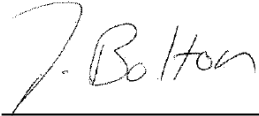
*Habr  servicio de interpretaci n disponible para  stas juntas llamando (626) 744-7333 al por lo menos con 24 horas de anticipaci n.*

*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  
JULY 11, 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**
- 3. REVIEW AND APPROVAL OF MINUTES, JUNE 16, 2018\***
- 4. OLD BUSINESS**  
**ACTION ITEM**
  - **FINALIZE AND APPROVE WORK PLAN FOR FY 2018-2019\***
- 5. NEW BUSINESS**  
**ACTION ITEM**
  - **APPOINTMENT TO THE EARLY CHILDHOOD DEVELOPMENT COMMITTEE**
- 6. REPORTS, COMMENTS, UPDATES**  
**ACTION AND INFORMATION ITEMS**  
Please limit comments to 3 minutes per speaker.
  - **FY 17/18 WORK PLAN UPDATES\***
    - **REPORT FROM CHAIR**
    - **STAFF COMMENTS**
    - **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**
- 7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**
- 8. ADJOURNMENT**



Jacques Bolton, 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 July 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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Items on the agenda may not be called in the order listed.

**3.**  
**Minutes of June 16, 2018**

**\*MINUTES\***



**AGENDA  
HUMAN SERVICES COMMISSION  
SPECIAL MEETING  
JUNE 16, 2018  
9:00 A.M.  
FAMILIES FORWARD LEARNING CENTER  
980 N. FAIR OAKS AVENUE  
PASADENA, CA 91103**

**COMMISSIONERS PRESENT:** Tony Santilena, Vera Vignes, Leslie Caldwell, , Peggy Sisson, Hector LaFarga, Kim Chavarria, James Aragon, Jacques Bolton and Ann Rector

**COMMISSIONERS ABSENT:** Nasir Rasheed and Myra Martin Booker

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

**OTHERS PRESENT:** NONE

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

Chair Santilena called the meeting to order at 9:02 A.M. Karla Covarrubias called the roll and a quorum was established for the Commission.

**2. REVIEW AND APPROVAL OF MINUTES, MAY 9, 2018**

After review, it was moved (Vignes) and seconded (Sisson) to approve the Minutes of the May 9, 2018. (Motion unanimously carried) (Absent: Rasheed and Booker) (Abstain: Rector)

**3. OLD BUSINESS**

▪ **MODIFICATIONS TO THE HUMAN SERVICES COMMISSION PROCEDURES AND POLICIES, AS WELL AS TO THE PASADENA MUNICIPAL CODE CHAPTER 2.86**

Commissioner (Vera and Santilena) presented commissioners on Sub-Committee's review and modifications. After review, it was moved (Farga) and seconded (Sisson) to approve the modifications to the Human Services Commission procedures and policies and Pasadena Municipal Code Chapter 2.86. (Motion unanimously carried) (Absent: Rasheed and Booker) (Abstain: Rector)

**4. NEW BUSINESS**

**INFORMATION ITEM**

▪ **BROWN ACT TRAINING (RAD)**

Staff (Rad) provided an overview of the Brown Act

- **NOMINATIONS AND ELECTION FOR COMMISSION OFFICERS FOR FY 2018-2019 (CHAVARRIA)**

Commissioner Chavarria stated that the Nominating Committee recommends Commissioner Bolton as Chair and Commissioner Santilena as Vice Chair for FY 2018/2019. After review, it was moved (Vignes) and seconded (Ford) to approve the nominations. (Motion unanimously carried) (Absent: Rasheed and Booker) (Abstain: None)

**5. REVIEW AND APPROVAL OF COMMISSION ATTENDANCE IN FY 2017-2018**  
**ACTION AND INFORMATION ITEMS ONLY**

After review, it was moved (Vignes) and seconded (Caldwell) to approve the Commission attendance with corrections. (Motion unanimously carried) (Absent: Rasheed and Booker) (Abstain: None)

**6. REVIEW AND APPROVAL OF COMMISSION ACCOMPLISHMENTS IN FY 2017-2018**

After review, it was moved (Vignes) and seconded (Caldwell) to approve the Commission accomplishments in FY 2017-2018. (Motion unanimously carried) (Absent: Rasheed and Booker) (Abstain: None)

**7. ESTABLISH COMMISSION WORK PLAN FOR FY 2018-2019**

Commissioners discussed and reviewed existing and new items for FY 2018-2019 work plan.

**8. REPORTS, COMMENTS, UPDATES**  
**ACTION AND INFORMATION ITEMS ONLY**

- **FY 2017-2018 WORK PLAN UPDATES**

- **REPORT FROM CHAIR**

- Commissioner Santilena announced Vice Chair Vignes departure from the commissioner.

- **STAFF COMMENTS**

- Staff (Osborne) reminded Commissioners on Chris Holden's block party, were Commission will hold an information table on August 4, 2018. 11-3pm Commissioner Caldwell volunteered to be present.

- Juneteenth celebration was announced to take place June 16 from 12-4pm.

- **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

- NONE

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

- **FINALIZE FY 2018-2019 WORK PLAN**

## **10. ADJOURNMENT**

It was moved (Aragon) and seconded (Ford) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 10:50 A.M. (Motion unanimously carried) (Absent: Rasheed and Booker) (Abstain: None)