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**AGENDA  
HUMAN SERVICES COMMISSION  
SPECIAL ANNUAL MEETING  
SATURDAY, JUNE 22, 2019**

**MEMBERS**

Jacques Bolton, Chair, Agency Representative  
Vacant, District 2  
Myra Martin Booker, Mayor  
Alfred Carr, District 1  
Leslie Caldwell, District 3  
Nasir Rasheed, District 4  
Peggy Sisson, District 5  
Kim Chavarria, District 6  
Martha Warren Rosenfeld, District 7  
Joe Ford, Agency Representative  
Vacant, Agency Representative  
James Aragon, Pasadena City College  
Ann Rector, Pasadena Unified School District

**STAFF**

Lola Osborne, Deputy Director HS&R  
Tamer Sabha, 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  
SPECIAL ANNUAL MEETING  
SATURDAY, JUNE 22, 2019  
9:30 AM  
ROBINSON PARK RECREATION CENTER  
1081 NORTH FAIR OAKS AVENUE  
PASADENA, CA 91103**

- 1. CALL TO ORDER; WELCOME; ROLL CALL**
- 2. PUBLIC COMMENT LIMITED TO ITEMS ON THIS SPECIAL MEETING AGENDA**  
Please limit comments to 3 minutes per speaker.
- 3. WELCOME FROM BRENDA HARVEY-WILLIAMS, DIRECTOR OF HUMAN SERVICES & RECREATION**
- 4. NEW BUSINESS**  
**INFORMATION ITEMS**
  - INTRODUCTION OF COMMISSIONERS AND AREAS OF EXPERTISE
  - ROLE OF COMMISSION (JACQUES BOLTON AND LOLA OSBORNE)**ACTION ITEMS**
  - REVIEW ACCOMPLISHMENTS FROM WORK PLAN FY 18-19
  - CARRYOVER ITEMS FROM WORK PLAN FY 18-19
  - ESTABLISH COMMISSION WORK PLAN FOR FY 19-20
- 5. COMMENTS AND UPDATES**
  - STAFF COMMENTS
  - COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS
- 6. ADJOURNMENT**

\*Attachment



Jacques Bolton, Chair  
Human Services Commission

**Note to Public:** Public comment is limited to items on this special meeting agenda. An opportunity for public comment will be provided at the time the above items are discussed. Please limit comments to 3 minutes per speaker.

I HEREBY CERTIFY that this Notice, in its entirety, was posted on the Council Chamber Bulletin Board, Room 247, the Bulletin Board in the rotunda area of City Hall, Robinson Park Recreation Center, and a copy was distributed to the Central Library for posting on this 19<sup>th</sup> day of June 2019, by 5:30 p.m., and that copies were emailed, faxed or delivered, and/or notice accepted by telephone not less than 24 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.



Tamer Sabha, Recording Secretary  
Human Services and Recreation Department

**DISTRIBUTION:**

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City Attorney			

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.

**CITY OF PASADENA HUMAN SERVICES COMMISSION  
WORK PLAN: 7/1/18 - 6/30/19**

**MISSION** (as stated in Charter/Ordinance):

The purpose of the commission is to advise the council on accessibility issues in Pasadena. The commission shall:

1. Study and examine (a) existing inequities in access to the physical, work, social and cultural environments for all residents of Pasadena, particularly those who have disabilities, and (b) policies, procedures, programs and legislation for eliminating those inequities.
2. Recommend policies, procedures, programs and legislation to promote and ensure the accessibility of the physical, work, social and cultural environments to all residents of Pasadena, particularly those who have disabilities.
3. Consult and cooperate with other public agencies and commissions on matters relevant to the commission.
4. Assist the accessibility and disability issues coordinator to carry out assigned programs and responsibilities.

**OBJECTIVES:**

**1. By June 30, 2019, conduct a Commission Annual Meeting to review Accomplishments for the FY 2018-2019, Member Attendance for the year ended 6/30/19, and draft a Work Plan for FY 2019-2020.**

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**Status:**

**2. By August 31, 2019, submit to City Council an Annual Report of Accomplishments per the FY 2018-2019 Work Plan, a Commission Membership Attendance Report for the year ended 6/30/19, and a Work Plan for FY 2019-2020.**

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**Status:**

**3. By September 30, 2018, convene regarding the following:**

- Assign a Commission Parliamentarian  
Commissioner Booker assigned
- Finalize liaison for: Youth Council, Council for the Young Child, Clergy Commission Council and Foster Care Town Hall Planning Committee  
Liaison assigned as follows:
  - Homelessness – **Booker**, Aragon
  - Council for the Young Child –
  - Unidentified Homeless Youth – **Bolton**, Caldwell, Ford, Rector
  - Youth Council –
  - Vision 2020 – Caldwell, Carr, Rasheed, Rector, Rosenfeld
  - Community Clergy Coalition – **Bolton**

- Update Commission's Web Page  
Commission Web Page was updated in October 2018 and included adding the work plan as a document and an option to include reports and notices.

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**Status: Done**

**4. By October 31, 2018, convene regarding the following:**

- Meeting to be held at Pasadena Community College.

**Action Steps** – Meeting location held at City Hall, PCC Conference Room not available until 2019. The Commission wanted to meet at the PCC location because...

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**Status:**

- Presentation by Jaylene Mosley, Vision 20/20.

**Action Steps** – A presentation was received regarding the work that Vision 20/20 has completed and will accomplish in the coming year. The Commission was invited to attend monthly meetings to determine how the Commission could get involved.

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**Status: Done**

**5. By November 30, 2018, convene regarding the following:**

- Presentation from Ann Rector on Homeless Student PUSD Data.

**Action Steps** – The Commission received the data and discussed what role the Commission could play in providing education and solutions.

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**Status:**

**6. By January 31, 2019, convene regarding the following:**

- The report from Dr. Sofia Herrera on Homeless Women was received and discussed by the Commission. No action was taken.

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**Status: Done**

**7. By February 28, 2019, convene regarding the following:**

- Pasadena Community College (PCC) Foundation presentation on Grant Funds.

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**Status: PCC did not attend meeting**

**8. By March 31, 2019, convene regarding the following:**

- Special joint meeting with Recreation and Parks Commission
- The Commissioners were assigned as liaisons to various adhoc sub-committees. (See item #3 of the work plan for a list of adhoc committees)

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**Status: The joint meeting did not occur and will be rescheduled to a future date. All Commissioners were assigned to work on an adhoc committee.**

**9. By April 30, 2019, convene regarding the following:**

- Presentation by Youth Council on their work plan updates
- CDBG
  - Role of the Commission in the process
  - Priorities of the Human Services Commission
  - Establish a subcommittee for CDBG

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**Status: Carryover item. The Commission voted to postpone the CDBG presentation to November 2019.**

**10. By May 31, 2019, convene regarding the following:**

- Presentation by Jennifer O'Reilly-Jones, Housing Department, update on status of homelessness
- Report from Dr. Sofia Herrera, Homeless Count and Dr. Joe Colletti

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**Status: Carryover item. The Commission rescheduled the presentation to coincide with the Homeless Count report.**

**HUMAN SERVICES COMMISSION  
MEETING ATTENDANCE RECORD  
July 2018 - June 2019**

MEMBERS	07/11/18	08/08/18	09/12/18	10/10/18	11/14/18	12/12/18	01/09/19	02/13/19	03/13/19	04/10/19	05/08/19	06/12/19	06/22/19	TOTAL MEETINGS ATTENDED	ATTENDANCE RECORD PERCENTAGE
	REGULAR	REGULAR	REGULAR	REGULAR	REGULAR	REGULAR	REGULAR	REGULAR	REGULAR	REGULAR	REGULAR	REGULAR	SPECIAL		
JACQUES BOLTON	P	XX	P	P	P	XX	P	P	P	P	P	XX		9	100.00%
TONY SANTILENA	P	XX	P	P	P	XX	P	U	P	P	P			8	88.89%
MYRA MARTIN BOOKER	P	XX	P	P	P	XX	P	U	P	P	P	XX		8	88.89%
ALFRED L. CARR						XX	A	P	P	P	A	XX		3	60.00%
LESLIE CALDWELL	P	XX	P	P	P	XX	P	P	A	P	P	XX		8	88.89%
NASIR RASHEED	P	XX	A	P	U	XX	P	U	P	P	U	XX		5	55.56%
PEGGY SISSON	P	XX	P	P	P	XX	P	P	U	P	P	XX		8	88.89%
KIM CHAVARRIA	P	XX	A	A	P	XX	P	P	A	P	P	XX		6	66.67%
MARTHA WARREN-ROSENFELD				P	P	XX	P	P	P	A	A	XX		5	71.43%
JOE FORD	A	XX	P	P	A	XX	P	P	P	P	P	XX		7	77.78%
HECTOR LAFARGA	A	XX	A	A	A	XX	A	U	U					0	0.00%
JAMES ARAGON	A	XX	P	P	P	XX	A	U	P	U	U	XX		4	44.44%
ANN RECTOR	P	XX	P	P	P	XX	A	P	P	P	P	XX		8	88.89%

LEGEND
P - PRESENT
A - EXCUSED ABSENCE
U - UNEXCUSED ABSENCE
XX - CANCELED MEETING
NQ - NO QUORUM

Total Meetings Held	9
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