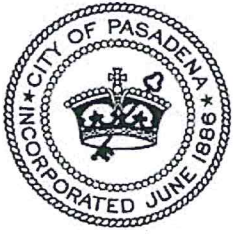


MINUTES



**CITY OF PASADENA
NORTHWEST COMMISSION
SPECIAL ANNUAL MEETING
SUNDAY, JUNE 23, 2019**

8:00 AM

**ROBINSON PARK RECREATION CENTER
1081 NORTH FAIR OAKS AVENUE
PASADENA, CA 91103**

COMMISSIONERS PRESENT: Carla Boykin, Steve Darden (11:37 AM departure), Kimberly Douglas (8:19 AM arrival), Ralph Frammolino, Sandra Chen Lau (8:44 AM arrival), Rogelio Ramirez (11:13 AM departure), Allen Shay (8:34 AM arrival), Jura Slattery

COMMISSIONERS ABSENT: Carolina Romo (excused), Cindy Schnuelle (excused), Beverly Sims (excused)

STAFF PRESENT: Brenda Harvey-Williams, Lola Osborne, Tamer Sabha

1. CALL TO ORDER; WELCOME; ROLL CALL

Vice-Chair Boykin called the meeting to order at 8:14 AM. Staff (Sabha) called the roll and a quorum was established for the Commission.

2. PUBLIC COMMENT LIMITED TO ITEMS NOT ON THIS SPECIAL MEETING AGENDA

None.

3. WELCOME FROM BRENDA HARVEY-WILLIAMS, DIRECTOR OF HUMAN SERVICES & RECREATION

Director Harvey-Williams welcomed the Commission and thanked them for their service in the past year.

4. NEW BUSINESS

ACTION ITEMS

▪ **ELECTION OF COMMISSION OFFICERS FOR FY 2019-2020**

After discussion, it was moved (Frammolino) and seconded (Shay) to elect Commissioner Carla Boykin as Chair. (Motion unanimously carried)

After discussion, it was moved (Chen Lau) and seconded to (Ramirez) to elect Commissioner Allen Shay as Vice-Chair. (Motion unanimously carried)

**RECESS: At 10:24 AM the Commission took a 9 minute break.
The meeting resumed at 10:33 AM.**

▪ **REVIEW AND APPROVAL OF COMMISSION ATTENDANCE FOR FY 2018-2019***

After discussion, it was moved (Douglas) and seconded (Frammolino) to accept the Commission Attendance Record for FY 2018-2019. (Motion unanimously carried)

▪ **APPROVE YEAR END REPORT OF ACCOMPLISHMENTS FOR FY 2018-2019***

After discussion, it was moved (Shay) and seconded (Frammolino) to approve the amended Year End Report of Accomplishments for FY 2018-2019. (Motion unanimously carried)

▪ **ESTABLISH COMMISSION WORK PLAN FOR FY 2019-2020 (Facilitator, Diane Burbie)**

The Commission discussed goals and objectives for the Work Plan FY 2019-2020. Approval of the work plan will be voted on in the July regular meeting.

**RECESS: At 12:01 PM the Commission took a 14 minute lunch break.
The meeting resumed at 12:15 PM.**

5. COMMENTS AND UPDATES

▪ **STAFF COMMENTS**

Staff (Osborne) provided an update about Staff coverage for the July meeting and provided an overview of the July meeting agenda.

▪ **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

None.

6. ADJOURNMENT

It was moved (Chen Lau) and seconded (Douglas) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 1:55 PM.


Carla Boykin, Chair
Northwest Commission


Tanner Sabha, Recording Secretary
Human Services and Recreation Department