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**AGENDA
HUMAN RELATIONS COMMISSION
REGULAR MEETING
TUESDAY, JULY 2, 2019**

MEMBERS

Theresa Robinett, Chair, District 2
Nat Nehdar, Vice-Chair, District 5
Brandon Lamar, Mayor
Vacant, District 1
Justin Jones, District 3
Dr. Emmell Beech, District 4
Sonia Singla, District 6
Charlotte Miles, District 7
Emma Oshagan, At Large

STAFF

Kenny James, Recreation & Human Services Administrator
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.

Habrá servicio de interpretación disponible para éstas juntas llamando (626) 744-7333 al por lo menos con 24 horas de anticipación.

Public meeting begins at 5:30 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
HUMAN RELATIONS COMMISSION
REGULAR MEETING
TUESDAY, JULY 2, 2019
6:30 PM
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, MAY 7, 2019 AND JUNE 8, 2019***
- 4. NEW BUSINESS**
INFORMATION ITEM
 - **DISCUSSION REGARDING IMPROVING THE COMMUNITY'S RELATIONSHIP WITH THE POLICE DEPARTMENT (VICE-CHAIR NEHDAR)**
ACTION ITEMS
 - **APPOINT PARLIAMENTARIAN FOR FY 2019-2020**
 - **DISCUSSION REGARDING COMMISSION PARTICIPATION AT ASSEMBLYMEMBER CHRIS HOLDEN'S ANNUAL BLOCK PARTY ON SATURDAY, AUGUST 3**
- 5. OLD BUSINESS**
ACTION ITEM
 - **REVIEW AND APPROVE WORK PLAN FY 2019-2020***
 - **COMMUNITY OUTREACH**
 - **COMMUNITY SURVEY**
 - **PASADENA RECREATION AND PARKS FOUNDATION APPLICATION**
- 6. COMMENTS AND UPDATES**
INFORMATION ITEMS
 - **STAFF COMMENTS**
 - **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**
- 7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**

8. ADJOURNMENT

*Attachment



Theresa Robinett, Chair
Human Relations 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, the Bulletin Board in the rotunda area of City Hall, Jackie Robinson Community Center, and a copy was distributed to the Central Library for posting on this 27th 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 72 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.



Tamer Sabha, Recording Secretary
Human Services and Recreation Department

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Items on the agenda may not be called in the order listed

DRAFT MINUTES



**CITY OF PASADENA
HUMAN RELATIONS COMMISSION
REGULAR MEETING
TUESDAY, MAY 7, 2019
6:30 PM
1020 NORTH FAIR OAKS AVENUE
PASADENA, CA 91103**

COMMISSIONERS PRESENT: Emmell Beech, Jackie Broxton, Brandon Lamar, Nat Nehdar, Emma Oshagan, Theresa Robinett

COMMISSIONERS ABSENT: Emma Oshagan (excused), Justin Jones (excused), Sonia Singla

STAFF PRESENT: Brenda Harvey-Williams, Kenny James, Tamer Sabha

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Broxton called the meeting to order at 6:40 PM. Staff (Sabha) called the roll and a quorum was established for the Commission.

2. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Brian Biery, adjunct professor at Pacific Oaks College, shared information about the Ally Conversation Toolkit and invited the Commissioners to the "Empowering, Encouraging, Equipping: Anti-racism Allies" event on Friday, May 10 at No Future Café. Mr. Biery also recommended that the Commission consider providing trainings, workshops, and collaborating with groups to help raise awareness and build skills throughout the community.

3. REVIEW AND APPROVAL OF MINUTES, APRIL 2, 2019

After review, it was moved (Lamar) and seconded (Beech) to approve the minutes of the April 2, 2019 meeting. (Motion unanimously carried)

4. OLD BUSINESS

▪ **COMMISSION WORK PLAN UPDATES AND DISCUSSION***

The Commission discussed the Human Relations survey, including the timeframe for release and posting on the Commission website. The Commission also went over final details for Human Relations Commission Annual Awards Ceremony on Thursday, May 16. No action was taken.

5. NEW BUSINESS

▪ **PRESENTATION FROM POLICE CHIEF JOHN PEREZ**

- **COMMUNITY POLICING**
- **UPDATE ON GANG VIOLENCE**

○ **UPDATE ON CRIME**

Police Chief John Perez presented information to the Commission on the topics of community policing, crime, and gang violence. Questions and discussion followed.

▪ **ESTABLISH NOMINATING COMMITTEE FOR FY 2019-2020 COMMISSION OFFICERS**

Chair Broxton appointed Commissioners Beech, Robinett, and Nehdar to serve on the Nominating Committee for FY 2019-2020 Commission officers.

▪ **FINALIZE DATE, TIME, AND LOCATION FOR ANNUAL MEETING**

The Commission finalized the date for the Annual Meeting to be held on Saturday, June 8 at La Casita Del Arroyo from 8:00 AM -12:00 PM.

6. COMMENTS AND UPDATES

▪ **STAFF COMMENTS**

Staff (James) made the following comments:

- Pasadena Police Department upcoming events at Jackie Robinson Community Center: Domestic Violence Workshop on Thursday, May 9, and Elder Abuse Workshop on Wednesday, May 29;
- Human Services and Recreation Department presenting to the Finance Committee and City Council on Monday, May 14, to review the budget for the next fiscal year; and
- Registrations are now open for summer programming (day camps, aquatics, and drop-in activities).

▪ **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Commissioner Beech commented on The State of Our Community report prepared by the Pasadena Alumnae Chapter Economic Development Committee.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

None.

8. ADJOURNMENT

It was moved (Nehdar) and seconded (Jones) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 7:39 PM.

DRAFT MINUTES



**CITY OF PASADENA
HUMAN RELATIONS COMMISSION
SPECIAL ANNUAL MEETING
SATURDAY, JUNE 8, 2019
8:00 AM
LA CASITA DEL ARROYO
177 SOUTH ARROYO BOULEVARD
PASADENA, CA 91103**

COMMISSIONERS PRESENT: Emmell Beech, Jackie Broxton, Justin Jones, Nat Nehdar, Theresa Robinett

COMMISSIONERS ABSENT: Brandon Lamar, Emma Oshagan (excused), Sonia Singla

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

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Broxton called the meeting to order at 8:06 AM. Staff (Sabha) called the roll and a quorum was established for the Commission.

2. PUBLIC COMMENT LIMITED TO ITEMS ON THIS SPECIAL MEETING AGENDA

None.

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

Director Harvey-Williams introduced herself and thanked the commission for their hard work and service to the City.

4. NEW BUSINESS

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

After discussion, it was moved (Jones) and seconded (Nehar) to approve the Commission Meeting Attendance Record for FY 2018-2019. (Motion unanimously carried)

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

After discussion, it was moved (Nehdar) and seconded (Beech) to approve the Year End Report of Accomplishments for FY 2018-2019 as stated. (Motion unanimously carried)

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

Nomination from the floor: Commissioner Beech nominated Commissioner Robinett for Chair and Commissioner Nehdar for Vice-Chair.

Nominating committee met to discuss nominations for Chair and Vice-Chair at 8:38 AM, meeting reconvened at 8:44 AM.

After discussion, it was moved (Beech) and seconded (Jones) to nominate Commissioner Robinett for Chair and Commissioner Nehdar for Vice-Chair. (Motion unanimously carried)

▪ **ESTABLISH COMMISSION WORK PLAN FOR FY 2019-2020**

After discussion, it was moved (Jones) and seconded (Beech) to accept the Commission Work Plan as adjusted for FY 2019-2020. (Motion unanimously carried)

5. COMMENTS AND UPDATES

▪ **STAFF COMMENTS**

Staff (Osborne) commented that the commission will be given advanced notice regarding changes in assigned staff, and recommended appointing a Parliamentarian at the July meeting to keep the meeting on track and following Robert's Rules of Order.

Staff (Harvey-Williams) commented that Kenny James was promoted to the Recreation Administrator position within the department and will continue staffing the Human Relations Commission until approximately the end of the summer before a new staff person is assigned to replace him.

▪ **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Commissioner Beech commented on contacting the Los Angeles County Human Relations Commission regarding an incident that happened in Palmdale and how the County Human Relations Commission was addressing it.

6. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

- Increased involvement in community outreach
- Appointment of a Parliamentarian
- Report from Commissioner Nehdar about collaborating with the commission on programs for improving the community relationship with the Police Department

7. ADJOURNMENT

It was moved (Jones) and seconded (Nehdar) to adjourn the special meeting. (Motion unanimously carried) The meeting was adjourned at 9:40 AM.

**CITY OF PASADENA HUMAN RELATIONS COMMISSION
DRAFT WORK PLAN: 07/01/19-06/30/20**

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.	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. STATUS:
2.	To present public forums, panels, and programs on issues that affect human relations in the City of Pasadena. STATUS:
3.	To enhance the profile of the Human Relations Commission within the City of Pasadena through outreach, surveying the community, visibility, collaborations, and accessibility with increased community involvement. STATUS:
4.	To investigate potential funders and a collaboration with the Recreation and Parks Foundation. STATUS:

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