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AGENDA
COMMISSION ON THE STATUS OF WOMEN
REGULAR MEETING
MONDAY, JULY 8, 2019

MEMBERS

Norma Estela Fernandez, Chair, Mayor
Jessica C. Rivas, Vice-Chair, District 5
Beverley Morgan-Sandoz, District 1
Lorraine Montgomery, District 2
Dr. Valinda M. Bowens, District 3
Charlotte Bland, District 4
Mireya Jones, District 6
Kimberly Ferreira, District 7
Beatriz Martinez Sanchez, At Large/District 2

STAFF

Ali Everett, Accessibility Issues Coordinator
Tamer Sabha, Recording Secretary

CITY OF PASADENA 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.

COMMISSION ON THE STATUS OF WOMEN PURPOSE

To advise City Council on the special needs and concerns of women of all ages, races, ethnic and cultural backgrounds, religious convictions, and economic and social circumstances.

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.

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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 5:00 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 Commission on the Status of Women 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
COMMISSION ON THE STATUS OF WOMEN
REGULAR MEETING
MONDAY, JULY 8, 2019
6:00 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 13, 2019 AND MAY 29, 2019***
- 4. OLD BUSINESS**
 - INFORMATION ITEMS**
 - **REPORT FROM CONVENTION ON THE ELIMINATION OF DISCRIMINATION AGAINST WOMEN (CEDAW) AD-HOC COMMITTEE**
 - **2018-2020 SURVIVAL GUIDE UPDATES AND DISCUSSION**
 - ACTION ITEMS**
 - **REVIEW AND APPROVE YEAR END REPORT OF ACCOMPLISHMENTS FOR FY 2018-2019***
 - **REVIEW AND APPROVE COMMISSION WORK PLAN FY 2019-2020***
- 5. NEW BUSINESS**
 - INFORMATION ITEMS**
 - **DISCUSS RENEWING MEMBERSHIP TO THE ASSOCIATION OF CALIFORNIA COMMISSIONS FOR WOMEN FOR FY 2019-2020***
 - **DISCUSS JOINING THE NATIONAL ASSOCIATION OF COMMISSIONS FOR WOMEN FOR FY 2019-2020***
 - ACTION ITEMS**
 - **DISCUSSION REGARDING COMMISSION PARTICIPATION AT ASSEMBLYMEMBER CHRIS HOLDEN'S ANNUAL BLOCK PARTY ON SATURDAY, AUGUST 3**
 - **COMMISSION WORK PLAN UPDATES AND DISCUSSION***

6. COMMENTS, UPDATES

INFORMATION ITEMS

- STAFF COMMENTS

- COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

8. ADJOURNMENT

*Attachment



Norma Estela Fernandez, Chair
Commission on the Status of Women

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, at Jackie Robinson Community Center, and a copy was distributed to the Central Library for posting on this 3rd day of July 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 Commission on the Status of Women 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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Habra servicio de interpretación disponible para éstas juntas llamando al (626) 744-4386 por lo menos con 24 horas de anticipación.

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

DRAFT MINUTES



**CITY OF PASADENA
COMMISSION ON THE STATUS OF WOMEN
REGULAR MEETING
MAY 13, 2019
6:30 PM
JACKIE ROBINSON COMMUNITY CENTER
1020 NORTH FAIR OAKS AVENUE
PASADENA, CA 91103**

COMMISSIONERS PRESENT: Charlotte Bland (6:34 PM arrival), Valinda Bowens, Marna Cornell (6:32 PM arrival), Norma Fernandez, Kimberly Ferreira, Mireya Jones, Lorraine Montgomery, Beverley Morgan-Sandoz, Jessica Rivas

COMMISSIONERS ABSENT: None

STAFF PRESENT: Ali Everett, Tamer Sabha

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Fernandez called the meeting to order at 6:31 PM. Staff (Sabha) called the roll and a quorum was established for the Commission.

2. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

None.

3. REVIEW AND APPROVAL OF MINUTES, APRIL 8, 2019

After review, it was moved (Montgomery) and seconded (Cornell) to approve the minutes of the April 8, 2019 meeting. (Motion carried) (Abstain: Bland, Bowens, Jones, Morgan-Sandoz)

4. OLD BUSINESS

▪ **DISCUSS REGULAR COMMISSION MEETING DAY AND TIME**

After discussion, it was moved (Jones) and seconded (Bowens) to update the rules and regulations to change the regular meeting start time from 6:30 PM to 6:00 PM. (Motion unanimously carried)

▪ **REPORT FROM NOMINATING COMMITTEE FOR RECOMMENDED FY 2019-2020 COMMISSION OFFICERS**

The Nominating Committee reported the following nominations for FY 2019-2020 Commissioner officers:

- Chair: Commissioner Fernandez
- Vice-Chair: Commissioner Rivas

- **SURVIVAL GUIDE UPDATES AND NEXT STEPS**

Commissioners Bland and Ferreira reported that the Junior League of Pasadena has completed the agency information updates and discussed next steps, including reviewing the agency information updates. Commissioner Ferreira volunteered to lead this review process and all other Commissioners offered to assist.

Commissioner Bland reported that she requested \$1,000 from Pasadena Fire Department Chief for printing of the Survival Guide.

Commissioner Bland raised the importance of retaining the Commission on the Status of Women logo on the cover of the Survival Guide. Discussion followed.

- **COMMISSION WORK PLAN UPDATES AND DISCUSSION***

Strategy Development

After discussion, it was moved (Montgomery) and seconded (Jones) to change the date of the Annual Meeting to Wednesday, May 29, from 5:00-8:00 PM, at La Casita del Arroyo. (Motion unanimously carried)

Survival Guide

After completion of the Junior League updates, Commissioners will now make final edits to the Survival Guide with the goal of having a final draft completed by the end of June. Commissioner Bland requested \$1,000 for the printing of the Survival Guide from the Pasadena Fire Department.

Fundraising

Chair Fernandez obtained the Recreation and Parks Foundation fiscal agent application from Kenneth James.

Outreach & Awareness

Commissioners Fernandez, Ferreira, and Bland were present for the Peace Over Violence "Let's Talk Consent Over Coffee" outreach event for Denim Day at Jackie Robinson Community Center on Thursday, April 18. Sgt. Gordon presented to the Commission about the Domestic Violence Reduction Project at the May meeting.

City-Level Partnerships

Commissioner Morgan-Sandoz attended the Celebrating 100 events subcommittee meeting and reported that the subcommittee is working on a gender issues speaker panel and raising women's awareness of employment opportunities within the city, with a focus on city employees being role models for young girls.

5. NEW BUSINESS

- **INFORMATION ABOUT THE PASADENA POLICE DEPARTMENT DOMESTIC VIOLENCE REDUCTION PROJECT**

Sergeant Carolyn Gordon, Pasadena Police Department

Sergeant Gordon presented information about the Pasadena Police Department Domestic Violence Reduction Project. Questions and discussion followed.

▪ **REPORT FROM CONVENTION ON THE ELIMINATION OF DISCRIMINATION AGAINST WOMEN (CEDAW) AD-HOC COMMITTEE**

This item was not discussed due to time and will be added to the regular meeting agenda for July.

▪ **DISCUSSION OF CONGRESSWOMAN JUDY CHU'S OCTOBER 2019 HEALTHY RELATIONSHIPS PANEL**

Vice-Chair Rivas reported that Congresswoman Judy Chu's office is planning a Healthy Relationships Panel event in October and asked for the Commission's feedback about the event. The Commission discussed methods of outreach and suggested speakers for the event. Vice-Chair Rivas will share the information with Congresswoman Chu's staff.

6. REPORTS, COMMENTS

▪ **STAFF REPORTS**

Staff (Everett) reminded the Commission that next meeting is the Annual Meeting, which will be held in lieu of the June regular meeting.

▪ **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Commissioner Bland attended the Los Angeles County Commission on the Status of Women ad-hoc meeting for the Association of California Commissions for Women (ACCW, Southern California) on Monday, May 13, which included a presentation on SB 8026 and outreach discussion. Commissioner Bland also informed the Commission that the City of Pasadena has not paid their membership dues with the ACCW, and emphasized the importance of collaborations, having a voice, not operating on zero, and paying the membership dues of \$50 per Commission, per year.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

- Discussion about changing Commission regular meeting day
- Discussion about paying membership dues with the Association of California Commissions for Women (ACCW)

8. ADJOURNMENT

It was moved (Jones) and seconded (Cornell) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 8:51 PM.

DRAFT MINUTES



**CITY OF PASADENA
COMMISSION ON THE STATUS OF WOMEN
SPECIAL ANNUAL MEETING
MAY 29, 2019
5:00 PM
LA CASITA DEL ARROYO
177 SOUTH ARROYO BOULEVARD
PASADENA, CA 91103**

COMMISSIONERS PRESENT: Charlotte Bland, Valinda Bowens (5:27 PM arrival), Marna Cornell, Norma Fernandez, Kimberly Ferreira, Mireya Jones, Lorraine Montgomery, Beverley Morgan-Sandoz, Jessica Rivas

COMMISSIONERS ABSENT: None.

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

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Fernandez called the meeting to order at 5:12 PM. 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 Commissioners for their participation and service to the City.

4. OLD BUSINESS

▪ **DISCUSS CHANGING REGULAR COMMISSION MEETING DAY**

After discussion, it was moved (Rivas) and seconded (Ferreira) to change the regular Commission meeting day from the second Monday of the month to a new date to be decided. (Motion carried) (Opposed: Bland) (Abstain: Montgomery, Morgan-Sandoz)

After discussion, it was moved (Rivas) and seconded (Morgan-Sandoz) to move the Commission meeting day to the first Wednesday of the month beginning on Wednesday, August 7, 2019. (Motion unanimously carried)

- **DISCUSSION REGARDING THE CITY OF PASADENA CELEBRATING 100 COMMITTEE**

Chair Fernandez and Commissioner Morgan-Sandoz provided an update about the Celebrating 100 Committee and their efforts in fundraising for a float for the Rose Parade. Discussed followed.

5. NEW BUSINESS

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

After discussion, it was moved (Ferreira) and seconded (Bowens) to retain Norma Fernandez as Chair and Jessica Rivas as Vice-Chair for FY 2019-2020. (Motion unanimously carried)

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

After discussion, it was moved (Jones) and seconded (Ferreira) to approve the Meeting Attendance Record including the attendance from the annual meeting. (Motion carried) (Abstain: Bland)

RECESS: At 6:23 PM the Commission took a 42 minute recess to conduct an ice breaker. The meeting resumed at 7:05 PM.

- **DISCUSS COMMISSION WORK PLAN FOR FY 2019-2020**

The Commission discussed the new Work Plan for FY 2019-2020 and decided to focus on the following areas: Survival Guide, Advising the City Council, Outreach and Awareness, City-level Partnerships, and Financial Resources.

- **REVIEW YEAR END REPORT OF ACCOMPLISHMENT FOR FY 2018-2019***

The Commission discussed the draft Report of Accomplishments for FY 2018-2019 and updated the status of each work plan objective to state: Completed, In Progress, or Ongoing/Rollover to FY 2019-2020.

- **REVIEW ROBERT'S RULES OF ORDER (VICE-CHAIR RIVAS)**

Vice-Chair Rivas provided information to the Commission to review parliamentary procedure (Robert's Rules of Order) and emphasized the following:

- Waiting for the Chair to acknowledge a Commissioner before speaking
- Staying on topic of the agenda
- The process for making a motion
- The suggestion of using a timer during topics of discussion

6. COMMENTS AND UPDATES

- **STAFF COMMENTS**

Staff (Everett) congratulated the Commission on their accomplishments during FY 2018-2019 and reminded the Commission about the next regular meeting date on Tuesday, July 8, as well as the new meeting date that will go into effect on Wednesday, August 7.

▪ **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Chair Fernandez recognized Commissioner Cornell and thanked her for all her hard work during her time on the Commission.

Commissioner Bland commented on Convention on the Elimination of all Forms of Discrimination Against Women (CEDAW) and passed out information materials to the Commission.

Commissioner Ferreira provided an update regarding the Survival Guide edits and a timetable for the next steps.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

- Discussion about CEDAW and how it relates to the work plan objective of Outreach and Awareness (Commissioner Bland)

8. ADJOURNMENT

It was moved (Jones) and seconded (Morgan-Sandoz) to adjourn the special annual meeting. (Motion unanimously carried) The meeting was adjourned at 8:19 PM.

**CITY OF PASADENA COMMISSION ON THE STATUS OF WOMEN
 WORK PLAN: 7/1/18 - 6/30/19
 Year End Report of Accomplishments June 30, 2019**

MISSION (as stated in Charter/Ordinance):

The purpose of the commission is to advise the council on the special needs and concerns of women of all ages, races, religions, ethnic and cultural backgrounds, and economic and social circumstances.

The commission shall:

1. Study and examine through the conduct of meetings, conferences, public hearings or other appropriate methods those conditions which indicate discrimination or prejudice encountered by women;
2. Recommend procedures, programs and legislation to promote and ensure equal rights and opportunities for all women in the city;
3. Consult and cooperate with other public agencies and commissions on matters relevant to the commission.

OBJECTIVES:

1.	<p>STRATEGY DEVELOPMENT</p> <ul style="list-style-type: none"> • By June 2019, the full commission will conduct a commission Annual Meeting to review accomplishments of the Work Plan for July 2018 through June 2019; review and discuss attendance for July 2018 through June 2019; and discuss potential Commission activities and Work Plan items for July 2019 through June 2020. • 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 FY2019-2020 (July 1, 2019 to June 30, 2020). <hr/> <p>Work Plan Updates:</p> <ul style="list-style-type: none"> • October 2018: The Commission on the Status of Women reviewed and approved the updated version of its rules and regulations. • May 2019: The Commission voted to schedule the Annual Meeting for Wednesday, May 2019. <p><i>STATUS: COMPLETED. At the annual meeting on May 29, 2019, the Commission reviewed its accomplishments and member attendance for FY 2018-2019 and drafted its Work Plan for FY 2019-2020. The Commission submitted its annual report to council on August 30, 2019.</i></p>
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**CITY OF PASADENA COMMISSION ON THE STATUS OF WOMEN
 WORK PLAN: 7/1/18 - 6/30/19
 Year End Report of Accomplishments June 30, 2019**

2.	<p>SURVIVAL GUIDE</p> <ul style="list-style-type: none"> • From July 1, 2018 through June 30, 2019, continue to market, distribute and update the 2016-2018 Survival Guide. Identify a fiscal sponsor. • Establish an ad hoc Committee during FY18-19, to coordinate with staff and collaborate with external organizations to update and publish the 2018–2020 Survival Guide. <p><i>*cost: \$10,000</i></p> <hr/> <p>Work Plan Updates:</p> <ul style="list-style-type: none"> • December 2018: Chair Fernandez established the Survival Guide Ad Hoc Committee. Ad Hoc Committee members are Commissioners Ferreira, Bland, and Morgan-Sandoz. The Commission determined that the Survival Guide and postcards with a link to the digital version of the Survival Guide will be ready for print by March. Commissioner Bland reported that the Pasadena Police Department offered to fund a portion of the printed version of the 2018-2020 Survival Guide. • February 2019: The Survival Guide Ad Hoc Committee reported that the cut-off date for submission of edits and additions for the 2018-2020 Survival Guide will be April 1, 2019. • March 2019: The Survival Guide Ad Hoc Committee organized volunteers from the Junior League to verify and update the information in the 2016-2018 Survival Guide and requested that Commissioners send any additional updates directly to the ad hoc committee. • April 2019: The Survival Guide Ad Hoc Committee is continuing to work with the Junior League to collect edits and additions for the 2019-2020 Survival Guide. All final edits will be submitted by the end of April. • May 2019: After completion of the Junior League updates, Commissioners will now make final edits to the Survival Guide with the goal of having a final draft completed by the end of June. Commissioner Bland reported that she requested \$1,000 for the printing of the Survival Guide from the Pasadena Fire Department. <p><i>STATUS: IN PROGRESS. This work plan objective will roll over into the new fiscal year for completion.</i></p>
3.	<p>FUNDRAISING</p> <ul style="list-style-type: none"> • By June 2019, explore/identify funding sources for FY 2018/2019 in order to fulfill the Commissions purpose and functions as stated in the Municipal Code 2.65.110 – Purpose and Functions. <hr/> <p>Work Plan Updates:</p>

CITY OF PASADENA COMMISSION ON THE STATUS OF WOMEN
WORK PLAN: 7/1/18 - 6/30/19
Year End Report of Accomplishments June 30, 2019

	<ul style="list-style-type: none"> • February 2019: Commissioners determined that they will submit an application to the Recreation and Parks Foundation to serve as the fiscal sponsor. • March 2019: Chair Fernandez requested the Pasadena Recreation and Parks Foundation application from Kenny James. • April 2019: No updates • May 2019: Chair Fernandez obtained the Recreation and Parks Foundation fiscal agent application from Kenny James. <p><i>STATUS: IN PROGRESS. This work plan objective will roll over into the new fiscal year for completion.</i></p>
<p>4.</p>	<p>OUTREACH & AWARENESS</p> <ul style="list-style-type: none"> • Continue to raise the profile of the Commission throughout the Community and publicize meetings, resources and events in order to ensure that the Commission is accessible to community members throughout Pasadena. *cost \$150 • In March 2019, celebrate Women’s History Month with events that involve the greater community and include various ethnically, culturally and generationally diverse groups of Pasadena women. *cost \$750 • By June 2019, the Commission will engage in appropriate opportunities to stimulate discussion on the Status of Women and will support and engage in efforts to improve the quality of life for women of all ages in the City of Pasadena by supporting events such as the YWCA Racial Justice Breakfast, the Southern California Women’s Health Conference, and the League of Women voters. *cost \$1,000 • Continue to identify opportunities to participate in media, especially local media, print and social media, on subject matter related to women of all ages and ethnic backgrounds. • In the 2018-2019 year, host a town hall meeting on topics involving women’s issues. *cost - \$1,500 - \$2,000 • In 2018-2019 FY, continue involvement with Mount Saint Mary’s College, regarding the annual report on the Status of Women and Girls in the state of California <hr/> <p>Work Plan Updates:</p> <ul style="list-style-type: none"> • September 2018: Commissioner Cornell established a partnership with the Women’s City Club Women’s Roundtable Salon in order to raise the profile of the Commission, which will help with organizing speakers and marketing.

CITY OF PASADENA COMMISSION ON THE STATUS OF WOMEN

WORK PLAN: 7/1/18 - 6/30/19

Year End Report of Accomplishments June 30, 2019

- October 2018: The Commission agreed to conduct a community assessment survey on key issues affecting women. The survey will be distributed to diverse organizations and leaders in Pasadena.
- December 2018:
 - Selected the front bulletin board at Jackie Robinson Community Center to create a display celebrating Women's History Month in February.
 - HerStory will be held on Thursday, March 21, 2019, at 6:30 pm with set-up to begin at 5:30 pm. Councilwoman Margaret McAustin will make welcoming comments.
 - Reviewed community assessment survey responses received to date and discussed that the Commission may use the information to work on topics that are important to the community.
 - Discussed the gender breakdown for City of Pasadena commissions. Based on data from all but four commissions, there are currently 73 women, 72 men, and 10 vacancies. Greater gender discrepancies were present on some commissions.
- January 2019: The Commission will participate in the Black History Parade, with Commissioner Jones sponsoring the participation. The Commission will also table at the event with information about the Survival Guide and the Commission itself.
- February 2019: Commissioners set the cut-off date of March 1, 2019, for community partners to commit support of the HerStory event. Dr. Caroline Heldman, Associate Professor of Politics at Occidental College and Research Director for the Geena Davis Institute for Gender in Media, committed to speak at the HerStory event.
- March 2019: The Commission finalized planning for Herstory 2019. Chair Fernandez attended the first meeting of the City of Pasadena Celebrating 100 Committee.
- April 2019: The Commission held a successful Herstory event with approximately 100 attendees. Chair Fernandez established a CEDAW ad-hoc committee consisting of Commissioners Fernandez, Rivas, Montgomery, and Bland.
- May 2019: Commissioners Fernandez, Ferreira, and Bland were present for the Peace Over Violence "Let's Talk Consent Over Coffee" outreach event for Denim Day at Jackie Robinson Community Center on Thursday, April 18. Sgt. Gordon presented to the Commission about the Domestic Violence Reduction Project at the May meeting.

STATUS: COMPLETED. The Commission conducted several outreach and awareness activities throughout the year.

**CITY OF PASADENA COMMISSION ON THE STATUS OF WOMEN
 WORK PLAN: 7/1/18 - 6/30/19
 Year End Report of Accomplishments June 30, 2019**

5.	<p>CITY-LEVEL PARTNERSHIPS</p> <ul style="list-style-type: none"> • Seek and engage Council support and visibility for topics related to issues that the Commission supports regarding women of all ages. These efforts are to include support of Women’s History Month and domestic violence. • In the 2018-2019 year, explore and identify collaborative opportunities with City commissions, community groups and other organizations. *cost \$500 • In FY 2018-2019 continue to support Title IX. <hr/> <p>Work Plan Updates:</p> <ul style="list-style-type: none"> • April 2019: Commissioners approved four celebratory event ideas to submit to the City of Pasadena Celebrating 100 Committee. The Commission arranged for Denim Day to be recognized by proclamation at the City Council meeting on Monday, April 11. • May 2019: Commissioner Morgan-Sandoz attended a meeting of Celebrating 100 subcommittee and reported on the subcommittee working on a panel on gender issues and raising women’s awareness of the opportunities within the city, with a focus on city employees being role models for young girls. <p><i>STATUS: IN PROGRESS. This work plan objective will roll over into the new fiscal year, including continued participation on the City of Pasadena Celebrating 100 Committee.</i></p>
6.	<p>MEMBERSHIPS</p> <ul style="list-style-type: none"> • In FY 2018/2019, the Commission will seek fundraising opportunities to participate with the Association of California Commissions for Women (ACCW) and the National Association of Commissions for Women (NACW). *cost associated: Memberships \$150, Conference ACCW \$500, Conference NACW \$1,500 <hr/> <p><i>STATUS: IN PROGRESS. This work plan objective will roll over into the new fiscal year.</i></p>

**CITY OF PASADENA COMMISSION ON THE STATUS OF WOMEN
WORK PLAN: 7/1/19 - 6/30/20**

MISSION (as stated in Charter/Ordinance):

The purpose of the commission is to advise the council on the special needs and concerns of women of all ages, races, religions, ethnic and cultural backgrounds, and economic and social circumstances.

The commission shall:

4. Study and examine through the conduct of meetings, conferences, public hearings or other appropriate methods those conditions which indicate discrimination or prejudice encountered by women;
5. Recommend procedures, programs and legislation to promote and ensure equal rights and opportunities for all women in the city;
6. Consult and cooperate with other public agencies and commissions on matters relevant to the commission.

OBJECTIVES:

1.	<p>ADVISE CITY COUNCIL</p> <p>During FY 19/20 the Commission will:</p> <ul style="list-style-type: none">• Invite City Council representatives to attend meetings of the Commission on the status of Women.• Learn about the processes and procedures for presenting recommendations to City Council.• Develop a list of “hot topics” on which the Commission will advise council, as needed, after gathering information about the topics through research and other appropriate methods.• Continue to research the Convention on the Elimination of All Forms of Discrimination against Women and make a recommendation to City Council based on that research.
2.	<p>CITY LEVEL PARTNERSHIPS</p> <p>During FY 19/20 the Commission will:</p> <ul style="list-style-type: none">• Strengthen its link with City Council through quarterly updates, attending City Council meetings, making recommendations on key issues, and other appropriate methods.• Explore and identify collaborative opportunity with other City Commissions, community groups, and other organizations.

**CITY OF PASADENA COMMISSION ON THE STATUS OF WOMEN
WORK PLAN: 7/1/19 - 6/30/20**

	<ul style="list-style-type: none">• Collaborate with the City of Pasadena Celebrating 100 Committee, which will conduct events and other activities to recognize the 100th anniversary of women obtaining the right to vote.
3.	SURVIVAL GUIDE During FY 19/20 the Commission will: <ul style="list-style-type: none">• 2018-2020 Survival Guide<ul style="list-style-type: none">○ Finalize the Survival Guide.○ Establish a distribution plan for hard copies.○ Develop and distribute a flyer and postcard marketing the online version of the Survival Guide.• 2020-2021 Survival Guide<ul style="list-style-type: none">○ Establish an Ad Hoc Committee to begin working on the 2020-2021 Survival Guide.○ Develop a project plan and timeline.○ Identify a fiscal sponsor.
4.	OUTREACH & AWARENESS During FY 19/20 the Commission will: <ul style="list-style-type: none">• In March 2020, celebrate Women’s History month with community events that engage diverse attendees, including organizing Herstory 2020.• In April 2020, support the City of Pasadena’s recognition of Denim Day in partnership with Peace Over Violence.• Explore opportunities to engage young girls in opportunities to give back to the community.• Host a town hall meeting featuring subject matter experts on an issue that impacts women such as pay equity, domestic violence, children and family, or mental health.• Engage in appropriate opportunities to stimulate discussion on the status of women of all ages and young girls, including participating in events such as the YWCA Racial Justice Breakfast, the Southern California Women’s Health Conference, and League of Women Voters activities, which improve the quality of life for women and young girls.

**CITY OF PASADENA COMMISSION ON THE STATUS OF WOMEN
WORK PLAN: 7/1/19 - 6/30/20**

	<ul style="list-style-type: none">• Share information about outreach and awareness activities with City Council representatives for the purpose of disseminating the information to the community through City Council representative newsletters and other existing communication methods.
5.	FINANCIAL RESOURCES During FY 19/20 the Commission will: <ul style="list-style-type: none">• Explore/identify funding sources for FY 19/20 in order to fulfill the Commission purpose and functions as stated in Pasadena Municipal Code 2.65.110, including but not limited to participation in the Association of California Commissions for Women (ACCW) and the National Association of Commissions for Women (NACW).• Submit the application to establish the Recreation and Parks Foundation as a fiscal sponsor for the Commission on the Status of Women.



Why Should Your Commission Join The ACCW?

The **Association of California Commissions for Women** provides a voice for women of all races, creeds and economic status throughout the State of California. As our membership grows, so too does our ability to improve the quality of life of our mothers, sisters and daughters.

So why should YOU join?

1. **ACCW** works to ensure equality of rights and opportunities for all women within the state.
2. **ACCW** empowers women.
3. **ACCW** provides a unified voice for women's issues.
4. **ACCW** seeks dynamic women interested in making a difference in their communities.
5. **ACCW** needs YOU!

What are the Benefits of Membership in ACCW?

- Collaborate with other Commissions on strategic planning
- Network to achieve local Commission goals and pursue initiatives
- Training
- Leadership
- Fund Development
- Event Planning/Conventions
- Learn the Budget Process
- Acquire staff
- Recruit Commissioners
- Raise Awareness of Women's Issues
- Create a 501c3 to enable fundraising for your Commission

What is the Mission of the ACCW?

The Mission of ACCW is: **to promote viability, strength, and effectiveness of member Commissions within the State of California.**

What are the Goals of ACCW?

The goals are: **to ensure that Commissions exist in every County or City, and that they are fully funded, permanent, and independent Government entities that give California women a voice.**

What is the Objective of the ACCW?

The objective is: **to develop a Statewide agenda on issues of concern to women within California and to ensure implementation of key policy and legislative changes that address these concerns and give California women the best quality of life possible.**

Would you like to Join the ACCW?

ACCW Membership fees are based on a sliding scale.

Membership Levels:

- \$200 – Commissions with budgets over \$50K
- \$100 – Commissions with budgets less than \$50K
- \$50 – Commissions with zero budget

Information from: www.accwomen.org



The National Association of Commissions for Women (NACW) assists and supports commissions for women to ensure that they not only survive, but thrive in today's challenging environment. We provide valuable programs, meaningful activities, relevant resources, and available expertise to our members.

Please become a member of NACW. We can connect you to other state and local women's commissions across the country to exchange information and ideas and to other women's organizations and national resources. Don't forget to follow us on Facebook or Twitter.

Together, we can accomplish great things for women and girls across the United States!

The mission of the National Association of Commissions for Women (NACW) is to sustain, strengthen and advocate for women's commissions in their work to promote equality and justice for all women and girls and ensure they are represented and empowered in their communities.

NACW works to sustain its members, by:

- Providing best practices and practical tools that help them fulfill their missions
- Developing expertise in the unique needs and diverse environments of women's commissions at the state, county and local levels

NACW works to strengthen its members by:

- Offering opportunities to develop professional skills and obtain technical support,
- Building relationships amongst peers
- Forming alliances with national partners;

NACW works to advocate for its members by:

- Cultivating a national network of supporters
- Promoting public policies that support and inform their work
- Communicating the value of women's commissions
- Telling their story on the national level



**Commission Membership Application - Calendar Year 201p
January 1, 2019 through December 31, 2019**

Dues can be paid year-round / deadline: May 31 (for Conference voting only)

***NACW accepts written confirmation that dues are being processed to meet the deadline.**

- Membership Renewal** – Per NACW bylaws, please attach a current roster of Commission Members, including email and address of each member. *
- New Membership** – Per NACW bylaws, please attach a current roster of Commission Members, including email and address of each member AND a copy of the statute or executive order establishing your Commission.*

*By submitting this application and dues, you accept the purpose and mission of NACW

Please clearly print or type information below as you would like it to appear on the NACW website and directory.

REQUIRED INFORMATION

Full Name of Commission _____

Chair _____ Email _____

Executive Director/Staff _____ Email _____

Mailing Address _____ State _____ Zip _____

Phone _____ Cell Phone _____ FAX _____

Web Address _____ Facebook Y N Twitter Y N Linked In Y N

NACW correspondence, newsletters and Alerts are sent via email. Add additional names here or on separate word document.

Name _____ Email _____

Name _____ Email _____

NACW dues are based on Commission’s total annual budget, including salaries, grants and operating expenses. Annual dues are determined by the following schedule. *Payments other than check or credit card (e.g. automatic deposit) need to be confirmed with the NACW office for proper credit. Please alert NACW if you need a W-9, invoice or other document to process this payment.*

✓	Annual Budget	Dues		✓	Annual Budget	Dues
	\$0	\$75			\$100,000 to \$249,999	\$350
	\$1 to \$10,000	\$100			\$250,000 to \$499,999	\$500
	\$10,001 to \$24,999	\$150			\$500,000 to \$999,999	\$750
	\$25,001 to \$49,999	\$200			\$1,000,000 and above	\$800
	\$50,000 to \$99,999	\$250				

Amount Remitted/to be Processed \$

Application can be made anytime during 2019, however the DEADLINE for Commission dues to be eligible to vote at the NACW 2019 Annual Conference is May 31, 2019.

**Make checks payable to “NACW” – send:
National Assn of Commissions for Women
Attn: NACW Membership
1732 1st Avenue, Suite 27315
New York, NY 10128**

**For assistance call Toll-Free:
855-703-NACW (6229) or
email nacw@nacw.org**

Credit card payments – Visa-MC-Disc-AmExp

Name on Card _____

Card # _____

Exp Date _____ Sec # _____ Billing zip code _____

Credit Card payments – SCAN/EMAIL: memberservices@nacw.org