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**AGENDA
COMMISSION ON THE STATUS OF WOMEN
REGULAR MEETING
WEDNESDAY, DECEMBER 4, 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.

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Habr  servicio de interpretaci n disponible para  stas juntas llamando (626) 744-7295 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 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
WEDNESDAY, DECEMBER 4, 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, NOVEMBER 6, 2019***
- 4. NEW BUSINESS**
ACTION ITEM
 - **DISCUSS CANCELLATION OF JANUARY 1, 2020 REGULAR MEETING**
- 5. OLD BUSINESS**
INFORMATION ITEMS
 - **DISCUSSION OF PLANNING FOR HERSTORY 2020**
 - **DISCUSSION OF RECOMMENDATION THAT CITY COUNCIL ADOPT A RESOLUTION IN SUPPORT OF THE CONVENTION ON THE ELIMINATION OF DISCRIMINATION AGAINST WOMEN (CEDAW)**
 - **DISCUSS "HOT TOPICS" AFFECTING WOMEN AND CHILDREN IN PASADENA**
 - **DISCUSS 2018-2022 SURVIVAL GUIDE UPDATES**
ACTION ITEM
 - **COMMISSION WORK PLAN UPDATES**
- 6. COMMENTS AND 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 27th day of November 2019, by 6:00 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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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
WEDNESDAY, NOVEMBER 6, 2019
6:00 PM
JACKIE ROBINSON COMMUNITY CENTER
1020 NORTH FAIR OAKS AVENUE
PASADENA, CA 91103**

COMMISSIONERS PRESENT: Valinda Bowens, Norma Fernandez, Kimberly Ferreira, Lorraine Montgomery, Beverley Morgan-Sandoz, Beatriz Martinez

COMMISSIONERS ABSENT: Charlotte Bland (excused), Mireya Jones (excused), Jessica Rivas (excused)

STAFF PRESENT: Ali Everett, Tamer Sabha

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Fernandez called the meeting to order at 6:03 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, OCTOBER 16, 2019*

After review, it was moved (Ferreira) and seconded (Morgan-Sandoz) to approve the minutes of the October 16, 2019 special meeting. (Motion carried) (Abstain: Fernandez)

4. NEW BUSINESS

- None

5. OLD BUSINESS

▪ **CONTINUED DISCUSSION OF PLANNING FOR HERSTORY 2020**

The Commission continued its discussion of planning for Herstory 2020, including topics such as: event date, location, potential speakers, and programming format.

▪ **FINALIZE LIST OF "HOT TOPICS" AFFECTING WOMEN AND CHILDREN IN PASADENA FOR THE COMMISSION TO RESEARCH**

The Commission discussed "hot topics" affecting women and children in Pasadena and how the City is addressing these issues. The Commission will finalize a list of topics for further research at a future commission meeting, and subsequently request informational presentations from City staff on those topics.

- **REVIEW AND APPROVE RECOMMENDATION THAT CITY COUNCIL ADOPT A RESOLUTION IN SUPPORT OF THE CONVENTION ON THE ELIMINATION OF DISCRIMINATION AGAINST WOMEN (CEDAW)**

After discussion, it was moved (Morgan-Sandoz) and seconded (Montgomery) to approve the recommendation that City Council adopt a resolution in support of the Convention on the Elimination of Discrimination against Women (CEDAW) (Motion unanimously carried)

- **2018-2020 SURVIVAL GUIDE UPDATES AND DISCUSSION**

Commissioner Ferreira provided an update on the Survival Guide and next steps. Staff (Everett) provided information about the cost of printing the Survival Guide booklets and postcards. No formal action was taken.

- **COMMISSION WORK PLAN UPDATES AND DISCUSSION**

The Commission discussed updates to the work plan. No formal action was taken.

6. REPORTS, COMMENTS

- **STAFF REPORTS**

Staff (Everett) commented that there will be an agenda item at the December meeting discussing the cancellation of the January 1, 2020 regular meeting, informed the commission that the City is hosting a free “ABCs of the ADA for Businesses” (Americans with Disabilities Act) workshop on Tuesday, November 12, and distributed flyers for the Adaptive Sports Festival taking place at Brookside Park on Saturday, November 9.

- **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Chair Fernandez reminded Commissioners they may not speak on behalf of or represent the Commission at political events.

Commissioner Bowens commented that she may be able to attend City Council meetings on Monday nights due to a change in her work location.

Commissioner Morgan-Sandoz commented that the Pasadena Celebrates 2020 Committee will hold an orientation training for Ambassadors on Saturday, November 9.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

- Discuss cancellation of January 1, 2020 regular meeting
- Herstory 2020 planning
- Continued discussion regarding recommendation that City Council adopt a resolution in support of the Convention on the Elimination of Discrimination Against Women (CEDAW)

8. ADJOURNMENT

It was moved (Ferreira) and seconded (Morgan-Sandoz) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 7:49 PM.

**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:

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>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 (CEDAW) and make a recommendation to City Council based on that research. <hr/> <p>Work Plan Updates:</p> <ul style="list-style-type: none">• July 2019: The Commission agreed to further research the pros and cons of CEDAW and strategies for recommending that City Council adopt CEDAW.
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	<ul style="list-style-type: none"> • August 2019: The CEDAW ad hoc committee presented general information and arguments against adopting CEDAW. • September 2019: The Commission moved to draft a resolution in support of CEDAW that will be presented to the City Council, submitted the Annual Report for FY18-19, and drafted an initial list of “hot topics” for consideration. • October 2019: The Commission completed a draft of the resolution in support CEDAW and will send to the Human Services and Recreation Department for approval. • November 2019: The Commission reviewed and approved the resolution in support of CEDAW and drafted a list of “hot topics” affecting women and children in Pasadena for Commissioners to research.
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<p>2.</p>	<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, and other appropriate methods. • Explore and identify collaborative opportunity with other City Commissions, community groups, and other organizations. • 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. <hr/> <p>Work Plan Updates:</p> <ul style="list-style-type: none"> • July 2019: Chair Fernandez provided an update about the progress of the Pasadena Celebrating 100 Committee. • August 2019: Commissioners Ferreira and Morgan-Sandoz provided an update on the status of Pasadena Celebrates 2020. • September 2019: Chair Fernandez provided an update on the Celebrating 100 Committee and discussed the content of Herstory 2020 as it relates to the 19th Amendment. • October 2019: No update. • November 2019: Chair Fernandez provided an update on the work of the Celebrating 100 Committee and the Commission’s participation on the Committee.
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<p>3.</p>	<p>SURVIVAL GUIDE</p> <p>During FY 19/20 the Commission will:</p> <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. • 2020-2022 Survival Guide <ul style="list-style-type: none"> ○ Establish an Ad Hoc Committee to begin working on the 2020-2022 Survival Guide. ○ Develop a project plan and timeline. ○ Identify a fiscal sponsor. • Cost: \$10,000 (printing and translation) <hr/> <p>Work Plan Updates:</p> <ul style="list-style-type: none"> • July 2019: Commissioner Ferreira provided an update on the progress of the Survival Guide, noting that a small committee will be doing a final review of the document. • August 2019: Chair Fernandez and Commissioner Ferreira are completing final edits to the Survival Guide and, upon completion, will send the document to staff for Spanish translation. • September 2019: The final draft of the Survival Guide was submitted to staff for translation. • October 2019: The Commission further revised the draft of the Survival Guide and will submit the final copy to staff before the November meeting. • November 2019: The Commission submitted the final copy of the Survival Guide to staff for printing.
<p>4.</p>	<p>OUTREACH & AWARENESS</p> <p>During FY 19/20 the Commission will:</p>

- In March 2020, celebrate Women’s History month with community events that engage diverse attendees, including organizing Herstory 2020.
Cost: \$750
- In April 2020, support the City of Pasadena’s recognition of Denim Day in support of Peace over Violence.
- Explore opportunities to engage young girls in opportunities to give back to the community.
- Host a special meeting of the Commission on the Status of Women featuring subject matter experts on a specific issue that impacts women such as pay equity, domestic violence, children and family, or mental health.
Cost: \$1,000
- Engage in opportunities to stimulate discussion on the status of women of all ages and young girls, including attending and tabling at 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.
Cost: \$1,000
- Share information about outreach and awareness activities with City Councilmembers for the purpose of disseminating the information to the community through Councilmember newsletters and other existing communication methods.

Work Plan Updates:

- July 2019: No update.
- August 2019: Chair Fernandez and Commissioners Ferreira and Bland attended Assemblymember Chris Holden’s Annual Block Party on Saturday, August 3, where they provided information about the Commission to event attendees.
- September 2019: The Commission reviewed the community survey responses, determined that the information will be used to inform the discussion regarding hot topics affecting women and children in Pasadena, and discussed reaching out to the respondents for presentation opportunities.
- October 2019: The Commission began planning for Herstory 2020.
- November 2019:
 - Commissioner Morgan-Sandoz attended SoCal Women’s Health Conference on Friday, November 1, which included 27 different workshops

	<p>and panels, and recommended that a table be donated for next year's conference.</p> <ul style="list-style-type: none"> ○ Commissioners Morgan-Sandoz represented the Commission at the YWCA Racial Justice Breakfast on Monday, October 28. ○ The Commission discussed Herstory 2020 and started to plan facilities, dates, potential formats, and speakers.
<p>5.</p>	<p>FINANCIAL RESOURCES</p> <p>During FY 19/20 the Commission will:</p> <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). <p>Cost: \$50 (ACCW membership dues for FY 2019-2020) / \$75 (NACW membership dues for calendar year 2020)</p> <ul style="list-style-type: none"> ● Submit the application to establish the Recreation and Parks Foundation as a fiscal sponsor for the Commission on the Status of Women. <hr/> <p>Work Plan Updates:</p> <ul style="list-style-type: none"> ● July 2019: The Commission decided to renew memberships to the Association of California Commissions for Women (ACCW) and National Association of Commissions for Women (NCCW) and will submit a request with the Human Services and Recreation Department to fund the membership dues. ● August 2019: No update. ● September 2019: Staff confirmed that funding for ACCW and NACCW memberships was approved. ● October 2019: No update. ● November 2019: No update.