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**AGENDA  
HUMAN RELATIONS COMMISSION  
REGULAR MEETING  
TUESDAY, FEBRUARY 4, 2020**

**MEMBERS**

Theresa Robinett, Chair, District 2  
Nat Nehdar, Vice-Chair, District 5  
Brandon Lamar, Mayor  
Vacant, District 1  
Rene Gonzalez, District 3  
Vacant, District 4  
Vacant, District 6  
Charlotte Lacey, District 7  
Emma Oshagan, At Large

**STAFF**

Tamitra Clark, Program Coordinator I  
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) 744-7295 to request use of a listening device.*

*Language translation services are available for this meeting by calling (626) 744-7295 at least 24 hours in advance.*

*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 6:30 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, FEBRUARY 4, 2020  
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, JANUARY 7, 2020\***
- 4. NEW BUSINESS**  
**INFORMATION ITEM**
  - **DISCUSS PLANNING FOR HUMAN RELATIONS COMMISSION ANNUAL AWARDS NIGHT**
- 5. OLD BUSINESS**  
**INFORMATION ITEM**
  - **ESSAY CONTEST UPDATES AND DISCUSSION**  
**ACTION ITEMS**
  - **CHAIR'S SELECTION OF MEMBERS FOR AD HOC COMMITTEE ON OUTREACH**
  - **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



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 31<sup>st</sup> day of January 2020, by 6:30 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, JANUARY 7, 2020  
6:30 PM  
1020 NORTH FAIR OAKS AVENUE  
PASADENA, CA 91103**

**COMMISSIONERS PRESENT:** Justin Jones, Brandon Lamar (7:00 PM departure), Charlotte Lacey, Nat Nehdar, Theresa Robinett

**COMMISSIONERS ABSENT:** Emmell Beech (excused), Emma Oshagan (excused)

**STAFF PRESENT:** Tamitra Clark, Tamer Sabha

**1. CALL TO ORDER; WELCOME; ROLL CALL**

Chair Robinett called the meeting to order at 6:37 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, NOVEMBER 5, 2019\***

After review, it was moved (Lacey) and seconded (Lamar) to approve the minutes of the November 5, 2019 meeting. (Motion carried) (Abstain: Jones)

**4. NEW BUSINESS**

▪ **CREATION OF AN AD HOC COMMITTEE FOR OUTREACH**

Chair Robinett asked for volunteers to join an ad hoc committee for outreach efforts. The Commission will discuss this agenda item further at the next meeting.

▪ **DISCUSSION OF ESTABLISHING A FISCAL SPONSORSHIP WITH THE RECREATION AND PARKS FOUNDATION (WORK PLAN OBJECTIVE #4)**

The Commission discussed contacting the Recreation and Parks Foundation to establish a fiscal sponsorship. Chair Robinett will create a draft sponsorship letter for the Commission to review and approve at the February meeting.

▪ **DISCUSSION ON THE RESULTS FROM THE HUMAN RELATIONS COMMISSION COMMUNITY SURVEY**

The Commission discussed community survey results received from previous outreach events. The Commission will update the survey to focus on one issue and translate the survey into Spanish and Armenian.

## **5. OLD BUSINESS**

### **▪ ESSAY CONTEST UPDATES AND DISCUSSION**

The Commission discussed possible questions for the Essay Contest, ideas for scholarship money as prizes for contest winners, and contacts at local high schools to promote the contest

### **▪ DISCUSSION AND PLANNING FOR REKINDLING THE LIGHT OF PEACE**

The Commission discussed methods for outreach and logistics for the Rekindling the Light of Peace event on Saturday, January 11, 2020 at the Jackie Robinson Community Center.

### **▪ COMMISSION WORK PLAN UPDATES\***

The Commission reviewed the work plan for FY 2019-2020.

After discussion, it was moved (Jones) and seconded (Lamar) to conclude the Community Survey assessment and updated the objective as complete in the FY2019-2020 work plan. (Motion unanimously carried)

## **6. COMMENTS AND UPDATES**

### **▪ STAFF COMMENTS**

- Staff (Clark) commented on the Red, Black, and Green Gala at The Rose on Thursday, January 30 from 6:00-9:00 PM.

### **▪ COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Vice-Chair Nehdar commented on:

- Requested nominee suggestions for the Human Relations Commission Annual Awards Ceremony (Model of Unity, Harry Sheldon, Raymond J. Pitts awards) and to submit to staff (Sabha);
- Forwarded his recommendation for a Commission vacancy to Mayor Tornek; and
- Invited the Commission to attend a complimentary breakfast at the Heidar Baba restaurant on Saturday, January 25 from 8:30-10:00 AM.

## **7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**

None

## **8. ADJOURNMENT**

It was moved (Lacey) and seconded (Jones) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 7:27 PM.

**CITY OF PASADENA HUMAN RELATIONS COMMISSION  
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:**

<b>1.</b>	<p>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.</p> <p><b>STATUS:</b></p> <p>July 2019: No update.</p> <p>August 2019: No update.</p> <p>September 2019: No update due to meeting cancellation.</p> <p>October 2019: No update due to meeting cancellation.</p> <p>November 2019: Commissioner Lacey is attending her Councilmember's open house for Commissioners on Sunday, November 17, and Commissioner Lamar met with Mayor Tornek with a group other mayor appointed Commissioners.</p> <p>December 2019: No update due to meeting cancellation.</p> <p>January 2020: No update.</p>
<b>2.</b>	<p>To present public forums, panels, and programs on issues that affect human relations in the City of Pasadena.</p> <p>Community Forum Adhoc Committee: <b>Jones</b>, Beech, Robinett</p> <p><b>STATUS:</b></p> <p>July 2019: Chair Robinett appointed Commissioners Jones, Beech, and Robinett to the Community Forum Adhoc Committee.</p> <p>August 2019: No update.</p>

	<p>September 2019: No update due to meeting cancellation.</p> <p>October 2019: No update due to meeting cancellation.</p> <p>November 2019: The Commission approved Chair Robinett contacting members from other Commissions in the Human Services and Recreation Department to schedule a community forum.</p> <p>December 2019: No update due to meeting cancellation.</p> <p>January 2020: No update.</p>
<p><b>3.</b></p>	<p>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.</p> <p>Rekindling the Light of Peace Adhoc Committee: <b>Robinett</b>, Nehdar  Essay Contest Adhoc Committee: <b>Lacey</b>, Nehdar, Robinett</p> <p><b>STATUS:</b></p> <p>July 2019: Chair Robinett appointed Commissioners Robinett and Nehdar to the Rekindling the Light of Peace adhoc committee, and appointed Commissioners Lacey, Nehdar, and Robinett to the Essay Contest adhoc committee.</p> <p>August 2019: Chair Robinett and Vice-Chair Nehdar tabled at Assemblymember Holden’s Annual Block Party and Resource Fair on Saturday, August 3. The Commission received approximately 30 community survey responses and received feedback about making the survey available in Spanish.</p> <p>September 2019: No update due to meeting cancellation.</p> <p>October 2019: No update due to meeting cancellation.</p> <p>November 2019: The Commission discussed collaborating with other Commissions to present community forums on their objectives.</p> <p>December 2019: No update due to meeting cancellation.</p> <p>January 2020: After discussion, the Commission voted to conclude the Community Survey assessment and mark the objective as completed for FY 2019-2020.</p>
<p><b>4.</b></p>	<p>To investigate potential funders and a collaboration with the Recreation and Parks Foundation.</p>

**STATUS:**

July 2019: No update.

August 2019: No update.

September 2019: No update due to meeting cancellation.

October 2019: No update due to meeting cancellation.

November 2019: The Commission is researching sponsors and funders for the Essay Contest.

December 2019: No update due to meeting cancellation.

January 2020: The Commission discussed contacting the Recreation and Parks Foundation to establish a fiscal sponsorship.

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