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**AGENDA  
COMMISSION ON THE STATUS OF WOMEN  
REGULAR MEETING  
WEDNESDAY, MARCH 4, 2020**

**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  
Vacant, 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.

*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.*

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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, MARCH 4, 2020**  
**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, FEBRUARY 5, 2020\***
4. **NEW BUSINESS**  
**INFORMATION ITEM**
  - **PRESENTATION FROM PEACE OVER VIOLENCE ABOUT THEIR MISSION, SERVICES, AND DENIM DAY**
5. **OLD BUSINESS**  
**INFORMATION ITEMS**
  - **DISCUSS DISTRIBUTION OF THE 2018-2022 SURVIVAL GUIDE**
  - **DISCUSS RECOGNITION OF DENIM DAY ON WEDNESDAY, APRIL 29, 2020****ACTION ITEMS**
  - **DISCUSS PLANNING FOR HERSTORY 2020**
  - **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 27<sup>th</sup> day of February 2020, 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, FEBRUARY 5, 2020  
6:00 PM  
JACKIE ROBINSON COMMUNITY CENTER  
1020 NORTH FAIR OAKS AVENUE  
PASADENA, CA 91103**

**COMMISSIONERS PRESENT:** Charlotte Bland (6:27 PM arrival), Valinda Bowens, Norma Fernandez, Lorraine Montgomery, Beverley Morgan-Sandoz, Beatriz Martinez, Jessica Rivas (6:09 PM arrival)

**COMMISSIONERS ABSENT:** Mireya Jones (excused)

**STAFF PRESENT:** Ali Everett, Tamer Sabha

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

Chair Fernandez called the meeting to order at 6:06 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, JANUARY 15, 2020**

After review, it was moved (Montgomery) and seconded (Morgan-Sandoz) to approve the minutes of the January 15, 2020 meeting. (Motion carried) (Abstain: Bowens, Rivas)

**4. NEW BUSINESS**

**▪ DISCUSS DISTRIBUTION OF THE 2018-2022 SURVIVAL GUIDE**

Staff (Everett) informed the Commission that the 2018-2022 Survival Guide is now available online and shared the draft postcard for the 2018-2022 Survival Guide.

Discussion followed.

The Commission discussed as follows:

- 1 copy for each Library
- 1 copy for the Police Department
- 1 copy for each Fire Station
- 1 copy for each Human Services and Recreation Center
- 1 copy for the Citizen Service Center
- 1 copy per organization listed in the Survival Guide (129 not included those listed above)

## 5. OLD BUSINESS

### ▪ **DISCUSS RECOGNITION OF DENIM DAY ON WEDNESDAY, APRIL 29, 2020**

The Commission discussed the history and meaning of Denim Day and possible Denim Day recognition activities.

Staff (Everett) confirmed that the City Council has reserved Monday, April 27 for the Denim Day proclamation and asked the Commission to verify the statistics in the proclamation, as well as confirm who will receive the proclamation.

Vice-Chair Rivas volunteered to contact Peace Over Violence to discuss the proclamation language and create a press release for promotion of Denim Day.

Chair Fernandez volunteered to draft information for the Human Services and Recreation Department e-newsletter in recognition of Denim Day.

### ▪ **DISCUSS PLANNING FOR HERSTORY 2020**

Commissioner Morgan-Sandoz reported that Herstory 2020 is confirmed for Thursday, March 26 at All Saints Church. The Commission discussed marketing the first hour of the event as a reception and resource fair from 6:00-7:00 PM, followed by the program from 7:00-8:30 PM.

Commissioners discussed the content of the program, including speakers and a possible performance artist to recognize women of color, such as Ida B. Wells and Sojourner Truth, who are typically excluded from suffrage movement recognition events.

Commissioner Morgan-Sandoz reported that Pat Coulter, President of the Pasadena League of Women Voters, is a confirmed speaker. Commissioner Martinez spoke to a contact at 50/50 Leadership Pasadena who provided recommendations for panelists. Commissioner Montgomery contacted four people who might be interested in participating in the event by showing a video or doing a reenactment of a historical figure in the women's suffrage movement.

The Commission requested that staff create a save the date flyer for Herstory 2020 that can be used until the official event flyer is created after the program is finalized.

The Commission discussed requesting Pasadena Youth Ambassadors to assist at the event and Commissioner Bowens volunteered to serve as the liaison for the Pasadena Youth Ambassadors at the event. Staff (Everett) will submit the request for the Youth Ambassadors on behalf of the Commission.

### ▪ **DISCUSS AND FINALIZE PROPOSED LIST OF "HOT TOPICS" THAT AFFECT WOMEN AND CHILDREN**

This item was tabled to a future meeting.

- **COMMISSION WORK PLAN UPDATES**

The Commission provided updates to the work plan for FY 2019-2020 and Chair Fernandez appointed Commissioners Morgan-Sandoz, Montgomery, and Martinez to the Herstory 2020 ad hoc committee.

**6. COMMENTS AND UPDATES**

- **STAFF COMMENTS**

Staff (Sabha) provided information about tabling at the Commissions Resource Table at the Black History Parade and Festival on Saturday, February 15.

- **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Chair Fernandez commented about the release event for the 2020 Mount Saint Mary's University Report on the Status of Women and Girls in California event on Thursday, March 26 from 10:00 AM-2:00 PM at the Skirball Cultural Center.

Commissioner Bland asked about arrival and departure times of Commissioners in the draft minutes of the agenda packet. Staff (Sabha) provided clarification that the times are noted if a Commissioner arrives after the meeting is called to order or departs before the meeting adjourns.

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

None

**8. ADJOURNMENT**

It was moved (Montgomery) and seconded (Bowens) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 8:01 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:**

<b>1.</b>	<p><b>ADVISE CITY COUNCIL</b></p> <p>During FY 19/20 the Commission will:</p> <ul style="list-style-type: none"><li>• Invite City Council representatives to attend meetings of the Commission on the Status of Women.</li><li>• Learn about the processes and procedures for presenting recommendations to City Council.</li><li>• 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.</li><li>• 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.</li></ul> <hr/> <p><b>Work Plan Updates:</b></p> <ul style="list-style-type: none"><li>• July 2019: The Commission agreed to further research the pros and cons of CEDAW and strategies for recommending that City Council adopt CEDAW.</li></ul>
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	<ul style="list-style-type: none"> <li>• August 2019: The CEDAW ad hoc committee presented general information and arguments against adopting CEDAW.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• December 2019: <ul style="list-style-type: none"> <li>○ Chair Fernandez communicated with Councilmember McAustin about her interest in supporting the CEDAW resolution.</li> <li>○ Commissioners selected “hot topics” to individually research and present at the February regular meeting.</li> </ul> </li> <li>• January 2020: <ul style="list-style-type: none"> <li>○ The Commission continued to communicate with the Mayor and City Council members in support of the CEDAW resolution. In response to these efforts, at its meeting on January 13, 2020, the City Council adopted a resolution in recognition of women’s equality and in support of the elimination of all forms of discrimination against women.</li> <li>○ The Commission agreed to keep CEDAW as a “hot topic” to continue discussing future efforts in support of the principles of CEDAW.</li> </ul> </li> <li>• February 2020: Chair Fernandez thanked Mayor Tornek for approving the resolution in recognition of women’s equality and in support of the elimination of all forms of discrimination against women, and reiterated to him that the Commission would like the City to formally recognize CEDAW.</li> </ul>
2.	<p><b>CITY LEVEL PARTNERSHIPS</b></p> <p>During FY 19/20 the Commission will:</p> <ul style="list-style-type: none"> <li>• Strengthen its link with City Council through quarterly updates, attending City Council meetings, and other appropriate methods.</li> <li>• Explore and identify collaborative opportunity with other City Commissions, community groups, and other organizations.</li> </ul>



- Collaborate with the City of Pasadena Celebrating 100 Committee, which will conduct events and other activities to recognize the 100<sup>th</sup> anniversary of women obtaining the right to vote.

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**Work Plan Updates:**

- 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 19<sup>th</sup> 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.
- December 2019: Commissioners communicated with their City Council representatives regarding the proposed CEDAW resolution.
- January 2020: Commissioners continued to communicate with their City Council representatives and the Mayor regarding adopting the proposed CEDAW resolution.
- February 2020: Chair Fernandez attended a Celebrating 100 Committee meeting where they discussed upcoming city sponsored events.

**3. SURVIVAL GUIDE**

During FY 19/20 the Commission will:

- 2018-2022 Survival Guide
  - 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.
- Establish an Ad Hoc Committee to begin working on the next edition of the Survival Guide.

- Cost: \$10,000 (printing and translation)

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**Work Plan Updates:**

- 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.
- December 2019: The Commission reviewed the cover of the Survival Guide and requested edits to it before printing.
- January 2020:
  - The Commission completed the Survival Guide and submitted it to staff for final approval and printing.
  - The Commission voted to update the Survival Guide section of the work plan to reflect the new edition of the Survival Guide covering 2018-2022 and to revise the language of the work plan objective to read “will begin working on the next version of the Survival Guide”.
- February 2020: The Commission finalized the Survival Guide, made it available online, approved the printing of promotional postcards, and discussed plans for distributing the hard copies of the Survival Guide.

**4. OUTREACH & AWARENESS**

During FY 19/20 the Commission will:

- 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.

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#### **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 and panels, and recommended that a table be donated for next year's conference.
  - 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.
- December 2019:
  - Commissioners Morgan-Sandoz and Martinez attended the joint meeting between the Los Angeles City Commission on the Status of Women (LACSW) and the California Commission on the Status of Women and Girls (CCSWG) on Friday, November 15.
  - Commissioner Morgan-Sandoz provided a report at the joint meeting on the Commission's current work on the Survival Guide, support for CEDAW, Herstory 2020, and the City's activities in the support of the 100<sup>th</sup> anniversary of the 19<sup>th</sup> amendment.
- January 2020:
  - The Commission discussed Denim Day and identified potential dates to request the City Council to issue a proclamation in support of Denim Day.
  - The Commission voted to approve holding the Herstory 2020 event on Thursday, March 26 from 5:00-9:00 PM at All Saints Church.
- February 2020:
  - Chair Fernandez appointed Commissioners Morgan-Sandoz, Montgomery, and Martinez to the Herstory 2020 ad hoc committee.
  - The Commission agreed to engage young women in Herstory 2020 by requesting the support of the Pasadena Youth Ambassadors at the event.
  - The Commission secured the date of Monday, April 27, for the City Council to issue a proclamation in support of Denim Day.

**5. FINANCIAL RESOURCES**

During FY 19/20 the Commission will:

- 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).

Cost: \$50 (ACCW membership dues for FY 2019-2020) / \$75 (NACW membership dues for calendar year 2020)

- Submit the application to establish the Recreation and Parks Foundation as a fiscal sponsor for the Commission on the Status of Women.

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- **Work Plan Updates:**

- 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.
- December 2019: No update.
- January 2020: Staff (Everett) provided an update that the Recreation and Parks Foundation is not accepting applications at this time.
- February 2020: No update.