



**SPECIAL MEETING
COMMISSION ON THE STATUS OF WOMEN
Wednesday, July 1, 2020
6:00 P.M.**

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
Sandra Lindoerfer, District 4
Vacant, District 6
Vacant, District 7
Beatriz Martinez Sanchez, At Large/District 2

STAFF

Ali Everett, Accessibility Coordinator
Tamer Sabha, Recording Secretary

Commission on the Status of Women meetings are held on the 1st Wednesday of each month.

Agendas and related documents are available for public review on the City website at: www.cityofpasadena.net/commissions/commission-on-the-status-of-women

To request meeting materials in alternative formats or other disability-related modifications or accommodations necessary to facilitate meeting participation, please contact the Parks, Recreation and Community Services Department as soon as possible at (626) 744-7295 or tsabha@cityofpasadena.net. Providing at least 72-hour advance notice will help ensure availability.

Language translation services may also be requested with 72-hour advance notice by calling (626) 744-7295 or tsabha@cityofpasadena.net. Habrá servicio de interpretación disponible para éstas juntas llamando (626) 744-7295.

PUBLIC PARTICIPATION

PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, THE FOLLOWING MEETING WILL TAKE PLACE **SOLELY BY TELECONFERENCE/VIDEOCONFERENCE**.

MEMBERS OF THE PUBLIC MAY PARTICIPATE ELECTRONICALLY IN THE OPEN SESSION PORTION OF THE MEETING.

ACCESS TO THE MEETING IS AS FOLLOWS:

Video Conference: <https://us02web.zoom.us/j/87047445850>

OR

Phone: 1 (669) 900-6833 - Webinar ID: 870 4744 5850

PUBLIC COMMENT INSTRUCTIONS

If you wish to provide comments, you may do so as follows:

1. ADVANCE CORRESPONDENCE, TO BECOME PART OF THE RECORD:

Submit public comment of any length to tsabha@cityofpasadena.net prior to the meeting day. Please be aware that, while these comments will be provided to the members of the body and will become part of the meeting record, they will not be read aloud.

2. COMMENTS TO BE READ ALOUD AT THE MEETING:

Submit public comment of up to 200 words regarding items on the agenda to: <https://www.cityofpasadena.net/commissions/public-comment/>. The body reserves the right to summarize comments if necessary for the orderly and timely flow of the meeting. All comments in their entirety will become part of the meeting record.

Public comments will be limited to matters on this agenda.

If you need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act because you are unable to participate electronically as set forth above, please contact the Parks, Recreation and Community Services Department as soon as possible at (626) 744-7295 or tsabha@cityofpasadena.net.



AGENDA
SPECIAL MEETING
COMMISSION ON THE STATUS OF WOMEN
Wednesday, July 1, 2020
6:00 P.M.

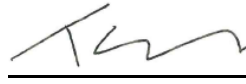
1. **CALL TO ORDER; ROLL CALL**
2. **WELCOME**
 - WELCOME TO NEW COMMISSIONER SANDRA LINDOERFER (DISTRICT 4)
3. **APPROVAL OF MINUTES**
 - MARCH 4, 2020*
4. **NEW BUSINESS**
 - NONE
5. **OLD BUSINESS**
 - INFORMATION ITEMS**
 - DISCUSS HERSTORY 2020 AND ESTABLISH AD HOC COMMITTEE FOR HERSTORY 2021
 - DISCUSS DISTRIBUTION OF THE 2018-2022 SURVIVAL GUIDE AND ESTABLISH AD HOC COMMITTEE TO BEGIN WORKING ON THE NEXT EDITION OF THE SURVIVAL GUIDE
 - ACTION ITEM**
 - COMMISSION WORK PLAN UPDATES AND DISCUSSION*
6. **COMMENTS AND UPDATES**
 - STAFF COMMENTS
 - COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS
7. **SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**
 - ELECTION OF OFFICERS FOR FY 2020-2021
8. **ADJOURNMENT**

*Attachment

POSTING STATEMENT: I HEREBY CERTIFY that this Agenda, in its entirety was posted on the City Council Chamber Bulletin Board S249, and the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue on or before the 25th day of June 2020, by 5:30 p.m. The agenda may be viewed at the City's website at: www.cityofpasadena.net/commissions/commission-on-the-status-of-women.



Norma Estela Fernandez, Chair
Commission on the Status of Women



Tamer Sabha, Recording Secretary

DRAFT MINUTES



**CITY OF PASADENA
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**

COMMISSIONERS PRESENT: Charlotte Bland (7:42 PM arrival), Valinda Bowens, Norma Fernandez, Mireya Jones, Lorraine Montgomery, Beverley Morgan-Sandoz (6:10 PM arrival), Beatriz Martinez, 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 6:04 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, FEBRUARY 5, 2020

After review, it was moved (Montgomery) and seconded (Bowens) to approve the minutes of the February 5, 2020 meeting. (Motion carried) (Abstain: Jones)

4. NEW BUSINESS

▪ **PRESENTATION FROM PEACE OVER VIOLENCE ABOUT THEIR MISSION, SERVICES, AND DENIM DAY**

Melodie Kruspodin (Prevention and Policy Director, Peace Over Violence) provided an informational presentation about the mission and services of Peace Over Violence and also discussed collaborating with the Commission on Denim Day and future projects. Questions followed.

5. OLD BUSINESS

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

The Commission discussed distribution of the Survival Guide and postcards with the Survival Guide URL, and requested that the Public Information Office post

information about the release of the Survival Guide online and through social media.

Distribution:

- 159 guides to agencies listed in the guide (including City entities)
 - o Commissioners will distribute guides to agency representatives at Herstory
 - o Staff will distribute guides to City entities
- Postcards to agencies, shelters, and food distribution centers

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

The Commission discussed recognition of Denim Day, including providing City staff with the following items:

- Proclamation template
- Press release template
- Language for an internal email encouraging City employees to wear jeans on Denim Day
- Language to include in the Parks, Recreation and Community Services Department newsletter

The Commission requested that the Public Information Office post information on social media about Denim Day on the day of the proclamation (Monday, April 27) and on Denim Day (Wednesday, April 29).

▪ **DISCUSS PLANNING FOR HERSTORY 2020**

The Commission discussed logistics for Herstory 2020 and reviewed the draft program of the event.

The Commission agreed on the following questions for the panel discussion:

- Where are we now? How much have we progressed in political engagement, the number of women voters and women in political office?
- Have we made progress in the last 100 years?
- How are youth involved (ages 18 and under)?

Commissioner Jones and Vice-Chair Rivas volunteered to staff the welcome table and Survival Guide distribution table with the assistance of a Youth Ambassador.

Staff (Everett) confirmed that Pasadena Media will attend and record the event. Commissioner Morgan-Sandoz volunteered to serve as liaison to Pasadena Media at the event.

The Commission requested that staff create a banner for the Herstory event and a poster of the cover for the Survival Guide.

- **COMMISSION WORK PLAN UPDATES**

The Commission provided updates to the work plan for FY 2019-2020.

6. COMMENTS AND UPDATES

- **STAFF COMMENTS**

Staff (Everett) made the following comments:

- Provided information for upcoming Census events:
 - “Breakfast with the Census” on Wednesday, April 1, at the Jackie Robinson Community Center from 9:00 AM-11:00 AM and at Villa Parke Community Center from 10:00 AM-12:00 PM
 - ”Jump Into Census!” kickoff event on Saturday, March 7, at Villa Parke Community Center from 10:00 AM-1:00 PM
- Provided flyers from the Public Health Department about a human trafficking training for first responders and community services providers; and
- Informed the Commission that after City Council approval, the Human Services and Recreation Department has been reorganized and renamed the Parks, Recreation and Community Services Department.

- **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Commissioner Morgan-Sandoz commented on attending the Los Angeles County Commission for Women and Los Angeles County Domestic Violence Council “Breakfast Briefing” on Wednesday, March 4, and recommended that the Commission have a presence on the Los Angeles County Domestic Violence Council.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

- Discussion of the creation of a one-page overview of the Commission for outreach events (April meeting)
- Discuss and finalize proposed list of “hot topics” that affect women and children in Pasadena (April meeting)

8. ADJOURNMENT

It was moved (Jones) and seconded (Morgan-Sandoz) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 8:12 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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- 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.
- December 2019:
 - Chair Fernandez communicated with Councilmember McAustin about her interest in supporting the CEDAW resolution.
 - Commissioners selected “hot topics” to individually research and present at the February regular meeting.
- January 2020:
 - 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.
 - The Commission agreed to keep CEDAW as a “hot topic” to continue discussing future efforts in support of the principles of CEDAW.
- 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.
- March 2020: The Commission discussed researching violence against women and the DART (Domestic Abuse Response Team) program as a potential recommendation to the City Council.
- April – June 2020: No update due to meeting cancellations pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020.

2. CITY LEVEL PARTNERSHIPS

During FY 19/20 the Commission will:

- 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.

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 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.
- 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.
- March 2020: No update.
- April – June 2020: No update due to meeting cancellations pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020.

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)

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.
- March 2020: The Commission established a plan for distribution of the 200 Survival Guides and 500 postcards with the Survival Guide URL.
- April – June 2020: No update due to meeting cancellations pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020.

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.

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 100th anniversary of the 19th 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.

- March 2020:
 - Commissioner Morgan-Sandoz tabled at the Black History Parade and Festival on Saturday, February 15.
 - Commissioner Morgan-Sandoz attended the Los Angeles County Commission for Women and Los Angeles County Domestic Violence Council “Breakfast Briefing” on Wednesday, March 4.
 - The Commission received a presentation from Peace Over Violence about their mission and services and discussed strategies for recognition of Denim Day.
 - The Commission finalized the program and logistics for Herstory 2020.
- April – June 2020: No update due to meeting cancellations pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020.

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.

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.
- March 2020: No update.
- April – June 2020: No update due to meeting cancellations pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020.