



**SPECIAL MEETING  
COMMISSION ON THE STATUS OF WOMEN  
Wednesday, September 2, 2020  
6:00 P.M.**

**MEMBERS**

Beverley Morgan-Sandoz, Chair, District 1  
Dr. Valinda M. Bowens, Vice-Chair, District 3  
Norma Estela Fernandez, Mayor  
Lorraine Montgomery, District 2  
Sandra Lindoerfer, District 4  
Jessica C. Rivas, District 5  
Margaret de Larios, District 7  
Beatriz Martinez Sanchez, At Large  
Vacant, District 6

**STAFF**

Ali Everett, Accessibility Coordinator  
Tamer Sabha, Recording Secretary

Commission on the Status of Women meetings are held on the 1<sup>st</sup> 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](http://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](mailto: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](mailto: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/88529797613>

**OR**

**Phone:** 1 (669) 900-6833 - Webinar ID: 885 2979 7613

## **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](mailto: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](mailto:tsabha@cityofpasadena.net).



**AGENDA  
SPECIAL MEETING  
COMMISSION ON THE STATUS OF WOMEN  
Wednesday, September 2, 2020  
6:00 P.M.**

- 1. CALL TO ORDER; ROLL CALL**
- 2. WELCOME**
  - WELCOME TO NEW COMMISSIONER MARGARET DE LARIOS (DISTRICT 7)
- 3. APPROVAL OF MINUTES**
  - AUGUST 5, 2020\*
- 4. NEW BUSINESS**
  - NONE
- 5. OLD BUSINESS**
  - INFORMATION ITEM**
    - DISCUSS DISTRIBUTION OF THE 2018-2022 SURVIVAL GUIDE
  - ACTION ITEM**
    - ESTABLISH COMMISSION WORK PLAN FOR FY 2020-2021
- 6. COMMENTS AND UPDATES**
  - STAFF COMMENTS
  
  - COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS
- 7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**
- 8. ADJOURNMENT**

\*Attachment

Note to Public: Public comment is limited to items on this special meeting agenda. An opportunity for public comment will be provided at the time the above items are discussed. Please limit comments to 3 minutes per speaker.

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 27<sup>TH</sup> day of August 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](http://www.cityofpasadena.net/commissions/commission-on-the-status-of-women).



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Beverley Morgan-Sandoz, Chair  
Commission on the Status of Women



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Tamer Sabha, Recording Secretary



**\*DRAFT MINUTES\***

**CITY OF PASADENA  
SPECIAL MEETING  
COMMISSION ON THE STATUS OF WOMEN  
Wednesday, August 5, 2020  
6:00 P.M.**

**COMMISSIONERS PRESENT:** Valinda Bowens, Norma Fernandez, Sandra Lindoerfer, Beatriz Sanchez (joined at 6:12pm), Lorraine Montgomery, Beverley Morgan-Sandoz, Jessica Rivas

**COMMISSIONERS ABSENT:** None

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

**1. CALL TO ORDER; 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. APPROVAL OF MINUTES**

After review, it was moved (Morgan-Sandoz) and seconded (Bowens) to approve the minutes of the July 1, 2020 meeting. (Motion unanimously carried)

<b>COMMISSIONER</b>	<b>IN FAVOR</b>
Fernandez	x
Rivas	x
Morgan-Sandoz	x
Montgomery	x
Bowens	x
Lindoerfer	x

**3. OLD BUSINESS**

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

The Commission discussed distributing hard copies of the Survival Guide to agencies at a drive-through pick-up at Victory Park, with the help of the Youth Ambassadors.

Chair Fernandez volunteered to draft a message to the agencies inviting them to pick up their hard copy of the guide and with instructions for accessing the Survival Guide online.

The Commission requested staff distribute 15 copies of the Survival Guide and 100 postcards to the Pasadena Police Department.

**4. NEW BUSINESS**

- 2020 U.S. CENSUS STATUS UPDATE AND DISCUSSION OF STRATEGIES TO INCREASE THE RESPONSE RATE – STAFF (EVERETT)

Staff (Everett) provided a status update on the 2020 U.S. Census, including the current City of Pasadena self-response rate, available on the 2020census.gov website.

The Commission requested Census flyers to pass out with the hard copies of the Survival Guide.

Commissioner Bowens volunteered to distribute Census flyers to the staff at the Boys and Girls Club.

Commissioner Lindoerfer volunteered to distribute Census flyers at PUSD Grab-and-Go Meal Service locations.

Commissioner Morgan-Sandoz recommended distributing Census flyers at local churches serving meals or operating as a food bank.

- ELECT COMMISSION OFFICERS FOR FY 2020-2021

After discussion, it was moved (Fernandez) and seconded (Sanchez) to elect Commissioner Rivas as Chair for FY 2020-2021. (Motion failed)

COMMISSIONER	IN FAVOR	OPPOSED	ABSTAIN
Fernandez	X		
Rivas	X		
Morgan-Sandoz			X
Montgomery		X	
Bowens		X	
Lindoerfer			X
Sanchez	X		

After discussion, it was moved (Montgomery) and seconded (Lindoerfer) to elect Commissioner Morgan-Sandoz as Chair for FY 2020-2021. (Motion carried)

COMMISSIONER	IN FAVOR	OPPOSED	ABSTAIN
Fernandez		X	
Rivas			X
Morgan-Sandoz	X		
Montgomery	X		
Bowens	X		
Lindoerfer	X		
Sanchez		X	

After discussion, it was moved (Montgomery) and seconded (Lindoerfer) to elect Commissioner Bowens as Vice-Chair for FY 2020-2021. (Motion carried)

<b>COMMISSIONER</b>	<b>IN FAVOR</b>	<b>ABSTAIN</b>
Fernandez	X	
Rivas	X	
Morgan-Sandoz	X	
Montgomery	X	
Bowens	X	
Lindoefer	X	
Sanchez		X

- REVIEW AND APPROVE COMMISSION ATTENDANCE RECORD FOR FY 2019-2020  
After discussion, it was moved (Bowens) and seconded (Montgomery) to approve the Commission Attendance Record for FY 2019-2020. (Motion unanimously carried)

<b>COMMISSIONER</b>	<b>IN FAVOR</b>
Fernandez	X
Rivas	X
Morgan-Sandoz	X
Montgomery	X
Bowens	X
Lindoefer	X
Sanchez	X

- REVIEW AND APPROVAL OF YEAR END REPORT OF ACCOMPLISHMENTS FOR FY 2019-2020  
After discussion, it was moved (Morgan-Sandoz) and seconded (Bowens) to approve the Year End Report of Accomplishments for FY 2019-2020 as discussed. (Motion unanimously carried)

<b>COMMISSIONER</b>	<b>IN FAVOR</b>
Fernandez	X
Rivas	X
Morgan-Sandoz	X
Montgomery	X
Bowens	X
Lindoefer	X
Sanchez	X

- ESTABLISH COMMISSION WORK PLAN FOR FY 2020-2021  
The Commission discussed the draft work plan for FY 2020-2021.

**5. COMMENTS AND UPDATES**

- STAFF COMMENTS**

Staff (Everett) provided information about Resolution No. 7508 (Action Minutes Policy).

- COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Commissioner Montgomery commented on the current Commission vacancies in Districts 6 and 7.

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

- None

**7. ADJOURNMENT**

It was moved (Morgan-Sandoz) and seconded (Bowens) to adjourn the special meeting. (Motion unanimously carried) The meeting was adjourned at 8:00 PM.