



**SPECIAL MEETING  
COMMISSION ON THE STATUS OF WOMEN  
Wednesday, October 7, 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  
Margaret de Larios, District 7  
Beatriz Martinez Sanchez, At Large  
Vacant, District 5  
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/86864721863>

**OR**

**Phone:** 1 (669) 900-6833 - Webinar ID: 868 6472 1863

## **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, October 7, 2020  
6:00 P.M.**

1. **CALL TO ORDER; ROLL CALL**
2. **APPROVAL OF MINUTES**
  - September 2, 2020\*
3. **OLD BUSINESS**
  - INFORMATION ITEM**
    - DISCUSS DISTRIBUTION OF THE 2018-2022 SURVIVAL GUIDE
  - ACTION ITEM**
    - SELECT LEAD COMMISSIONERS FOR FY 2020-2021 WORK PLAN OBJECTIVES
4. **NEW BUSINESS**
  - INFORMATION ITEMS**
    - DISCUSS RECOGNITION OF COMMISSIONERS WHO COMPLETED THEIR TERMS DURING FY 2019-2020
    - DISCUSS RECOGNITION OF COUNCILMEMBER MCAUSTIN FOR HER SUPPORT OF THE COMMISSION AND THE HERSTORY EVENT
  - ACTION ITEM**
    - COMMISSION WORK PLAN UPDATES
5. **COMMENTS AND UPDATES**
  - STAFF COMMENTS
  - COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS
6. **SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**
7. **ADJOURNMENT**

\*Attachment

Note to Public: Public comment is limited to items on this special meeting agenda and will be heard the time the item is considered.

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 1<sup>st</sup> day of October 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, September 2, 2020  
6:00 P.M.**

**COMMISSIONERS PRESENT:** Valinda Bowens, Norma Fernandez, Margaret de Larios, Beverley Morgan-Sandoz, Beatriz Martinez, Jessica Rivas, Lorraine Montgomery (joined at 6:26pm)

**COMMISSIONERS ABSENT:** Sandra Lindoerfer (excused)

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

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

Chair Morgan-Sandoz called the meeting to order at 6:10 PM. Staff (Sabha) called the roll and a quorum was established for the Commission.

**2. WELCOME**

Chair Morgan-Sandoz welcomed new Commissioner Margaret de Larios (District 7).

**3. APPROVAL OF MINUTES**

After review, it was moved (Fernandez) and seconded (Bowens) to approve the minutes of the August 5, 2020 meeting. (Motion carried) (Abstain: de Larios)

<b>COMMISSIONER</b>	<b>IN FAVOR</b>	<b>ABSTAIN</b>
Morgan-Sandoz	x	
Bowens	x	
Fernandez	x	
Rivas	x	
de Larios		x

**4. NEW BUSINESS**

- NONE

**5. OLD BUSINESS**

- **DISCUSS DISTRIBUTION OF THE 2018-2022 SURVIVAL GUIDE**  
The Survival Guide has been distributed to City entities listed in the Guide, including providing 15 copies of the Guide and 100 promotional postcards to the Pasadena Police Department. Chair Morgan-Sandoz drafted a letter advising agencies in the Guide of the opportunity to pick-up the Survival Guide and Commissioner Fernandez is working on the agency email list for the purpose of emailing the letter.

The Commission suggested a distribution date during the week of September 14 or September 21, beginning at 3:30pm, with the assistance of two Youth Ambassadors and Commissioners Bowens, Montgomery, Fernandez, and de Larios.

Phyllis Chestang, a Pasadena resident, submitted a public comment about Survival Guide distribution and marketing.

- **ESTABLISH COMMISSION WORK PLAN FOR FY 2020-2021**  
After discussion, it was moved (Rivas) and seconded (Montgomery) to approve the Work Plan for FY 2020-2021 as discussed. (Motion unanimously carried)

<b>COMMISSIONER</b>	<b>IN FAVOR</b>
Morgan-Sandoz	X
Bowens	X
Fernandez	X
Montgomery	X
Rivas	X
de Larios	X

Phyllis Chestang, a Pasadena resident, submitted a public comment with suggestions for the work plan for FY 2020-2021.

## **6. COMMENTS AND UPDATES**

### **▪ STAFF COMMENTS**

Staff (Everett) made the following comments:

- Pasadena is currently at a 68.8% Census self-response rate and Census flyers and promotional materials are available for pick-up for interested Commissioners;
- The final status on objectives for the FY 2019-2020 Report of Accomplishments was updated to a one word status update, with the monthly updates to be used as supporting information; and
- Clarified the roles of Commission staff.

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

Commissioner Rivas commented on the possibility of tonight's meeting being her last due to a future appointment to the Northwest Commission.

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

- Discuss recommendation regarding representation of women on the Community Police Oversight Commission
- Discussion of recognition of Commissioners who completed their terms during FY 2019-2020

## **8. ADJOURNMENT**

It was moved (de Larios) and seconded (Bowens) to adjourn the special meeting. The meeting was adjourned at 8:28 PM.

**CITY OF PASADENA COMMISSION ON THE STATUS OF WOMEN  
WORK PLAN: 08/01/20 - 06/30/21**

**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>Lead Commissioner(s): TBD</p> <p>Action Items:</p> <ul style="list-style-type: none"><li>• Invite City Council representatives (Councilmembers and liaisons) to attend meetings of the Commission on the Status of Women.</li><li>• Strengthen the Commission’s link with City Council through quarterly updates, attending City Council meetings, and other appropriate methods.</li><li>• Share information about outreach and awareness activities with City Councilmembers for the purpose of disseminating the information to the community through Councilmember newsletters, community meetings, and the City’s website.</li><li>• Research “hot topics” that affect women and invite subject matter experts to present on the topics in order to inform possible recommendations to the City Council.</li><li>• Continue to encourage the City Council to consider the adoption of the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW)</li></ul> <hr/> <p><b>Work Plan Updates:</b></p> <p>September 2020: Chair Morgan-Sandoz reviewed the list of hot topics the Commission developed during FY 19-20 and advised that the topics will be discussed further at subsequent meetings.</p>
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<p><b>2.</b></p>	<p><b>CITY LEVEL PARTNERSHIPS</b></p> <p>Lead Commissioner(s): TBD</p> <p>Action Items:</p> <ul style="list-style-type: none"> <li>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.</li> </ul> <hr/> <p><b>Work Plan Updates:</b></p> <p>September 2020: Chair Morgan-Sandoz attended the July and August meetings of the Celebrating 100 Committee and reported to the Commission the names of groups that the Committee is contacting about the VoteCauseWeCan campaign.</p>
<p><b>3.</b></p>	<p><b>SURVIVAL GUIDE</b></p> <p>Lead Commissioner(s): TBD</p> <p>Action Items:</p> <ul style="list-style-type: none"> <li>Establish an ad hoc committee to make a recommendation on the next edition of the Survival Guide, including an estimated cost for printing, translation, and other expenses related to the guide.</li> </ul> <hr/> <p><b>Work Plan Updates:</b></p> <p>September 2020: The Commission established a tentative date for distributing hard copies of the 2018-2022 Survival Guide to the agencies listed in the guide.</p>
<p><b>4.</b></p>	<p><b>OUTREACH &amp; AWARENESS</b></p> <p>Lead Commissioner(s): TBD</p> <p>Action Items:</p> <ul style="list-style-type: none"> <li>In March 2021, celebrate Women’s History month with community events that engage diverse attendees, including organizing Herstory 2021. Cost: \$750</li> <li>In April 2021, support the City of Pasadena’s recognition of Denim Day in partnership with Peace over Violence.</li> <li>Explore opportunities to engage young girls in opportunities to give back to the community.</li> </ul>



	<ul style="list-style-type: none"> <li>• Improve the quality of life for women and young girls by engaging 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.</li> </ul> <p>Cost: \$1,000</p> <ul style="list-style-type: none"> <li>• Explore the feasibility of partnering with Mount Saint Mary’s University to update the 2015 Report on the Status of Women in Pasadena.</li> </ul> <hr/> <p><b>Work Plan Updates:</b></p> <p>September 2020: The Commission requested the assistance of young women in the Youth Ambassador program to assist with distributing the Survival Guide to agencies.</p>
<p><b>5.</b></p>	<p><b>FINANCIAL RESOURCES</b></p> <p>Lead Commissioner(s): TBD</p> <p>Action Items:</p> <ul style="list-style-type: none"> <li>• Explore/identify funding sources for FY 2020-2021 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).</li> </ul> <p>Cost: \$50 (ACCW membership dues for FY 2020-2021) / \$75 (NACW membership dues for calendar year 2021)</p> <hr/> <p><b>Work Plan Updates:</b></p> <p>September 2020: The Commission requested and obtained approval for funding from the Parks, Recreation and Community Services Department for the annual ACCW and NACW membership fees.</p>