



**SPECIAL MEETING
HUMAN SERVICES COMMISSION
Tuesday, November 17, 2020
4:00 P.M.**

MEMBERS

Jessica Xie, Chair, District 7
Michael Albrecht, Vice-Chair, District 6
Latasha Jamal, District 1
Erica Jaramillo, District 2
Jamie Wright, District 3
Nasir Rasheed, District 4
Peggy Sisson, District 5
Jacques Bolton, Agency Representative
Joe Ford, Agency Representative
James Aragon, Pasadena City College
Ana Maria Apodaca, Pasadena Unified School District
Vacant, Agency Representative
Vacant, Mayor

STAFF

Lola Osborne, Deputy Director
Tamer Sabha, Recording Secretary

Human Services Commission meetings are held on the 2nd Wednesday of each month.

Agendas and related documents are available for public review on the City website at: <https://www.cityofpasadena.net/commissions/human-services-commission>

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/85053180588>

OR

Phone: 1 (669) 900-6833 - Webinar ID: 850 5318 0588

PUBLIC COMMENT INSTRUCTIONS

If you wish to provide comment, 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
HUMAN SERVICES COMMISSION
Tuesday, November 17, 2020
4:00 P.M.

1. **CALL TO ORDER; ROLL CALL**
2. **WELCOME**
 - WELCOME TO NEW COMMISSIONER ANA MARIA APODACA (PASADENA UNIFIED SCHOOL DISTRICT REPRESENTATIVE)
3. **APPROVAL OF MINUTES**
 - OCTOBER 14, 2020*
4. **NEW BUSINESS**
 - INFORMATION ITEMS**
 - PRESENTATION FROM FRIENDS IN DEED ON HOMELESS EFFORTS – RABBI JOSHUA GRATER (EXECUTIVE DIRECTOR, FRIENDS IN DEED)
 - DISCUSS THE PROCESS FOR MODIFICATION OF THE COMMISSION RULES AND REGULATIONS – STAFF (LOLA OSBORNE)
5. **OLD BUSINESS**
 - INFORMATION ITEM**
 - REVIEW HUMAN SERVICES COMMISSION PRESENTATION CALENDAR FOR FY 2020-2021
 - ACTION ITEMS**
 - COMMISSION WORK PLAN UPDATES AND DISCUSSION*
 - STAFF REQUEST TO REORGANIZE WORK PLAN ITEMS
6. **COMMENTS AND UPDATES**
 - COMMENTS FROM CHAIR
 - COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS
 - STAFF COMMENTS

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

- CDBG updates
- Amend the Rules and Regulations

8. ADJOURNMENT

*Attachment

Note to Public: Public comment is limited to items on this special meeting agenda and will be heard at 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 13th day of November 2020, by 5:30 p.m. The agenda may be viewed at the City's website at: www.cityofpasadena.net/commissions/human-services-commission.



Jessica Xie, Chair
Human Services Commission



Tamer Sabha, Recording Secretary



DRAFT MINUTES

**CITY OF PASADENA
HUMAN SERVICES COMMISSION
SPECIAL MEETING
Wednesday, October 14, 2020
6:00 P.M.**

COMMISSIONERS PRESENT: Michael Albrecht, Jacques Bolton, Joe Ford, Nasir Rasheed, Peggy Sisson, Jamie Wright, Jessica Xie

COMMISSIONERS ABSENT: James Aragon (excused), Latasha Jamal (excused), Erica Jaramillo (excused)

STAFF PRESENT: Lola Osborne, Tamer Sabha

1. CALL TO ORDER; ROLL CALL

Chair Xie called the meeting to order at 6:04 PM. Staff (Sabha) called the roll and a quorum was established for the Commission.

2. APPROVAL OF MINUTES*

After review, it was moved (Sisson) and seconded (Ford) to approve the minutes of the September 9, 2020 special meeting. (Motion carried) (Abstain: Wright)

COMMISSIONER	IN FAVOR	ABSTAIN
Xie	x	
Albrecht	x	
Wright		x
Rasheed	x	
Sisson	x	
Bolton	x	
Ford	x	

3. NEW BUSINESS

- REVIEW HUMAN SERVICES COMMISSION PRESENTATION CALENDAR FOR FY 2019-2020

The Commission reviewed the FY 2019-2020 presentation calendar and discussed potential presenters for the FY 2020-2021.

- APPOINT PARLIAMENTARIAN FOR FY 2020-2021

Chair Xie appointed Commissioner Jaramillo to serve as Parliamentarian for FY 2020-2021

4. OLD BUSINESS

- **COMMISSION WORK PLAN UPDATES AND DISCUSSION**
After discussion, it was moved (Bolton) and seconded (Sisson) to approve the work plan updates as discussed. (Motion unanimously carried)

COMMISSIONER	IN FAVOR
Xie	x
Albrecht	x
Wright	x
Rasheed	x
Sisson	x
Bolton	x
Ford	x

5. COMMENTS AND UPDATES

- **COMMENTS FROM CHAIR**
Chair Xie commented on current Commission agency representative vacancies and asked Commissioners to refer any interested agencies.

- **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**
 - None

- **STAFF COMMENTS**
Staff (Osborne) commented on:
 - The Commission vacancy from the Pasadena Unified School District is expected to be filled at an upcoming City Council meeting;
 - Staff will be sharing Parks, Recreation and Community Services Department Commission work plans for FY 2020-2021;
 - Staff will be sending out information about the upcoming City Council meeting regarding the newly formed Community Police Oversight Commission; and
 - Commented on the November regular meeting date scheduled on Wednesday, November 11 (Veteran’s Day holiday) and other upcoming holidays in November and December.

The Commission requested holding the November special meeting on Wednesday, November 17 beginning at 4:00pm.

6. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

- None

7. ADJOURNMENT

It was moved (Sisson) and seconded (Bolton) to adjourn the special meeting. (Motion unanimously carried) The meeting was adjourned at 6:55 PM.

2.86.080 - Rules and regulations.

The commission shall adopt and amend, by the affirmative vote of 7 members, rules and regulations for the conduct of the commission's business consistent with this chapter. Such rules and regulations shall be submitted to the city council and shall not become effective until approved and ordered filed by the council.

(Ord. 6820 § 24, 2000; Ord. 6507 § 2 (part), 1992)

ARTICLE X

AMENDMENT OF RULES

SECTION 1. These rules may be amended at any regular meeting of the commission by affirmative vote of 7 members, provided that the amendment has been submitted in writing at the previous meeting. Proposed amendments must be submitted to the City Council for final approval.

Human Services Commission
FY 2020-2021
Presentation Calendar

Requested Speakers:

- Anne Miskey (Union Station Homeless Services)
- Idealab
- Innovate Pasadena
- CDBG Awardees
 - Flintridge Center / Youth of Promise: \$96,624
 - Pasadena Unified School District / Northwest Community Schools: \$100,000
 - Armenian Relief Society / Community Social Service Programs: \$40,608
 - Rose Bowl Aquatics Center / STEAM SWIM: \$36,387
 - YWCA San Gabriel Valley / Healthy Aging and Community Engagement: \$45,400
- LA LGBTQ Center
- Office of the Young Child
- Police Chief John Perez
- TAYLink (Public Health Department)

Commission Meetings:

November 2020: Friends In Deed (Rabbi Joshua Grater)

December 2020: TBD

January 2021: CDBG (Randy Mabson)

February 2021: TBD

March 2021: TBD

April 2021: TBD

May 2021: TBD

June 2021: TBD

**CITY OF PASADENA HUMAN SERVICES COMMISSION
WORK PLAN: 08/01/20 - 06/30/21**

MISSION (as stated in Charter/Ordinance):

The purpose of the Human Services Commission is to advise and make recommendations to the City Council regarding human service needs of people of all ages in this community. The commission will aid the city in facilitating collaborative efforts and a coordinated approach to improve and expand the delivery of quality human services in Pasadena. The commission is established to respond to significant unmet human services needs and gaps as identified in various city documents related to human services.

For purposes of Chapter 2.86, "human services" is defined as a broad range of programs and activities designed to protect, improve and restore the personal welfare and well-being of residents of all ages. Typical human services would include, but not be limited to: social services, shelter, economic support, employment and training, education, health and protective services.

OBJECTIVES:

1.	<p>LGBTQ+ - Health and Human Services to our Constituents</p> <p>Objective: Provide better access to LGBTQ+ health and human services for the City of Pasadena.</p> <p>Aragon, Xie</p> <p>Action Items:</p> <ul style="list-style-type: none">• Research current data.• Contact Pasadena Public Health Department regarding current program for LGBTQ+ residents.• Make LGBTQ+ resources available on the City of Pasadena website.• Interview residents that identify as LGBTQ+ regarding resource gap.• Contact PUSD to examine LGBTQ+ inclusive curriculum. <hr/> <p>Work Plan Updates:</p> <p>August 2020: The Commission established a draft of the FY20-21 work plan.</p> <p>September 2020:</p> <ul style="list-style-type: none">• Commissioner Xie talked about her conversation with Public Health staff.
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	<ul style="list-style-type: none"> • Follow up with PUSD on services offered. • Chair Bolton offered information regarding PUSD services on campus. <p>October 2020:</p> <ul style="list-style-type: none"> • Staff (Osborne) confirmed that the LGBTQ+ list of resources was posted on the Public Health Department webpage. • The Commission requested a future presentation from the Public Health Department TAY Link staff.
<p>2.</p>	<p>Camp for Children with Intellectual Disabilities</p> <p>Objective: Create a more inclusive camp or recreational services for youth with intellectual disabilities.</p> <p>Xie (Lead)</p> <p>Action Items:</p> <ul style="list-style-type: none"> • Provide information on current City of Pasadena programs for youth with disabilities. • Contact the Accessibility and Disability Commission on related work plan items. • Contact PRCS Staff (Erik Lomeli) to discuss recreational services. • Support PRCS in enhancing public communication to promote inclusivity and equity in public recreational programs. <hr/> <p>Work Plan Updates:</p> <p>August 2020: The Commission established a draft of the FY20-21 work plan.</p> <p>September 2020:</p> <ul style="list-style-type: none"> • Commissioner Xie is to contact the Chair of the Accessibility and Disability Commission regarding services. • Staff (Osborne) offered to send a copy of the PRCS brochure which illustrates the Adaptive program classes. <p>October 2020:</p> <ul style="list-style-type: none"> • Chair Xie met with Chair Farr from the Accessibility and Disability Commission and discussed access issues in the city’s recreational programs. • Chair Xie requested to remove this from the work plan. <p>Status: COMPLETED.</p>

<p>3.</p>	<p>Equity, Diversity, and Inclusion (EDI) – Services</p> <p>Objective: Ensuring equity, diversity, and inclusion (EDI) in the City of Pasadena.</p> <p>Aragon, Wright, Jaramillo</p> <p>Action Items:</p> <ul style="list-style-type: none"> • Examine EDI in relationship to delivery of services for black and brown males within the City of Pasadena. • Review data for programs related to EDI provided by the ad hoc committee. <hr/> <p>Work Plan Updates:</p> <p>August 2020: The Commission established a draft of the FY20-21 work plan.</p> <p>September 2020: Staff (Osborne) committed to providing budget for the PRCS department.</p> <p>October 2020: Commissioner Wright shared information of services provided by LA County and the City of Pasadena and sees a gap in services for black and brown men that can be filled with a recommendation regarding best practices to the City Council.</p>
<p>4.</p>	<p>Mentoring for Young Women of Color</p> <p>Objective: Fill in the gap to ensure that young women are exposed and enlightened to opportunities and resources that can assist in changing their trajectory.</p> <p>Jamal, Jaramillo</p> <p>Action Items:</p> <ul style="list-style-type: none"> • Research the need for mentoring young women of color. • Contact the Commission on the Status of Women on related work plan items. <hr/> <p>Work Plan Updates:</p> <p>August 2020: The Commission established a draft of the FY20-21 work plan.</p>

	<p>September 2020: The Commission approved the work plan for FY 2020-2021.</p> <p>October 2020: Staff (Osborne) shared that the Commission on the Status of Women is interested in a similar program and that staff will contact the ad hoc lead to discuss options to accomplish the objective.</p>
<p>5.</p>	<p>Office of the Young Child</p> <p>Objective: To inform the Commission on the progress and accomplishments of the Office of the Young Child.</p> <p>Sisson (Lead)</p> <p>Action Items:</p> <ul style="list-style-type: none"> • Provide information about Growing Together PASadena. <hr/> <p>Work Plan Updates:</p> <p>August 2020: The Commission established a draft of the FY20-21 work plan.</p> <p>September 2020: Staff (Osborne) provided information on the August meeting for Growing Together PASadena sponsored by Pacific Clinics.</p> <p>October 2020:</p> <ul style="list-style-type: none"> • Commissioner Sisson will be attending the All Children Thrive meeting on Thursday, October 15 via Zoom. • Staff (Osborne) reported that the Early Development Coordinator (Office of the Young Child) application period is closed, and will contact Director Perera (Libraries and Information Services) for an update on the position.
<p>6.</p>	<p>Homelessness</p> <p>Objective: To support local agencies that advocate for the procurement of temporary and permanent housing for the homeless population.</p> <p>Bolton, Albrecht, Ford, Xie</p> <p>Action Items:</p> <ul style="list-style-type: none"> • Meet with city staff to get input on items on possible proposal for transitional housing. • Provide data to the City Council for the procurement of transitional housing.

Work Plan Updates:

August 2020: The Commission established a draft of the FY20-21 work plan.

September 2020: The Homeless ad hoc committee will meet with city staff on Thursday, September 10 to present the temporary shelter proposal and receive feedback.

October 2020:

- Vice-Chair Albrecht spoke to Councilmember Madison, and the EdTech Committee would like to review the proposal at a future meeting after the November election.
- Chair Xie met with Councilmember Wilson, who suggested getting a buy-in from organizations to build a consortium to collaborate on homeless housing issues.
- The Homelessness objective leads suggested gearing their proposal to seniors who are experiencing homelessness.
- The Commission requested a future presentation on homelessness from Friends in Deed.