



**SPECIAL MEETING
HUMAN RELATIONS COMMISSION
Tuesday, December 1, 2020
3:00 P.M.**

MEMBERS

Nat Nehdar, Chair, District 5
Charlotte Lacey, Vice-Chair, District 7
Brandon Lamar, Mayor
Brenda Morales, District 1
Theresa Robinett, District 2
Rene Gonzalez, District 3
Kevork Keushkerian, District 4
Sandy Greenstein, District 6
Hamed Shirmohammadi, At Large

STAFF

LaWayne Williams, Parks, Recreation and Community Services Supervisor
Tamer Sabha, Recording Secretary

Human Relations Commission meetings are held on the 1st Tuesday of each month.

Agendas and related documents are available for public review on the City website at:
<https://www.cityofpasadena.net/commissions/human-relations-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/83847198247>

OR

Phone: 1 (669) 900-6833 - Webinar ID: 838 4719 8247

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 RELATIONS COMMISSION
Tuesday, December 1, 2020
3:00 P.M.**

1. CALL TO ORDER; ROLL CALL

2. APPROVAL OF MINUTES

- NOVEMBER 10, 2020*

3. OLD BUSINESS

ACTION ITEMS

- REVIEW OF PROPOSED MINOR MODIFICATIONS TO THE HUMAN RELATIONS COMMISSION RULES AND REGULATIONS – LAWAYNE WILLIAMS (STAFF, PARKS, RECREATION AND COMMUNITY SERVICES SUPERVISOR)*
- COMMISSION WORK PLAN UPDATES*

INFORMATION ITEMS

- DISCUSS PROGRAM FORMAT FOR THE REKINDLING THE LIGHT OF PEACE EVENT
- DISCUSS HOLDING A PUBLIC FORUM IN 2021 ON ISSUES THAT AFFECT HUMAN RELATIONS IN THE CITY OF PASADENA

4. NEW BUSINESS

INFORMATION ITEM

- DISCUSS RECOGNITION OF 2020 HUMAN RELATIONS COMMISSION ANNUAL AWARD WINNERS

5. COMMENTS AND UPDATES

- COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS
- STAFF COMMENTS

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 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 25th 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-relations-commission.



Nat Nehdar, Chair
Human Relations Commission



Tamer Sabha, Recording Secretary

DRAFT MINUTES



**CITY OF PASADENA
HUMAN RELATIONS COMMISSION
SPECIAL MEETING
TUESDAY, NOVEMBER 10, 2020
3:00 PM**

COMMISSIONERS PRESENT: Sandy Greenstein, Kevork Keushkerian, Brandon Lamar, Nat Nehdar, Theresa Robinett, Hamed Shirmohammadi

COMMISSIONERS ABSENT: Charlotte Lacey (excused), Brenda Morales (unexcused), Rene Gonzalez (unexcused)

STAFF PRESENT: LaWayne Williams, Tamer Sabha

1. CALL TO ORDER; ROLL CALL

Chair Nehdar called the meeting to order at 3:02 PM. Staff (Sabha) called the roll and a quorum was established for the Commission.

2. APPROVAL OF MINUTES,

After review, it was moved (Keushkerian) and seconded (Greenstein) to approve the minutes of the October 6, 2020 meeting **amended as stated below.** (Motion unanimously carried)

▪ **COMMISSION WORK PLAN UPDATES**

The Commission discussed and provided updates to the work plan for FY 2020-2021. (sentence deleted from minutes)

▪ **STAFF COMMENTS**

Staff (Osborne) informed the Commission that a request has been sent to the City Attorney's office **to** attend a future meeting and provide an overview of the Commission's roles and responsibilities.

COMMISSIONER	IN FAVOR
Nehdar	X
Lamar	X
Robinett	X
Keushkerian	X
Greenstein	X
Shirmohammadi	X

3. NEW BUSINESS

- **DISCUSS HOLDING A PUBLIC FORUM IN 2021 ON ISSUES THAT AFFECT HUMAN RELATIONS IN THE CITY OF PASADENA**

The Commission discussed holding a virtual public forum and inviting local community based organizations to present about what they are working on.

Other discussion points included Commissioners communicating with City Councilmembers about the public forum, collaborating with Pasadena Media, and posting the virtual public forum on YouTube and Facebook.

Chair Nehdar asked the leads for this work plan objective (Greenstein, Robinett, Lamar, and Morales) to provide an update at the December meeting with their recommendations for the name of the program, content, and potential presenters.

- **DISCUSS PROGRAM FORMAT FOR THE REKINDLING THE LIGHT OF PEACE EVENT**

Chair Nehdar provided an update for the Rekindling the Light of Peace ad hoc committee and confirmed the virtual event will take place on Saturday, January 9, 2021 from 10:00am-11:30am on Zoom. Vice-Chair Lacey will contact potential speakers for the event and select the keynote speaker. Chair Nehdar confirmed a musical performance and the Commission discussed the logistics of pre-recording portions of the event.

Chair Nehdar requested Staff (Sabha) provide information for the maximum capacity of participants/attendees that can join the event on Zoom, as well as the Zoom link to the Rekindling the Light of Peace of event at the Commission meeting in December.

- **DISCUSS THE PROCESS FOR MODIFICATION OF THE COMMISSION RULES AND REGULATIONS AND P.M.C. CHAPTER 2.85 – STAFF (LAWAYNE WILLIAMS)**

Staff (Williams) shared information about the process for modifying the Human Relations Commission rules and regulations in an effort to coordinate it with the Pasadena Municipal Code Chapter 2.85 (Human Relations Commission).

The Commission will receive the proposed modifications at the December meeting, which will be attended by the City Attorney to answer any questions, and the Commission will vote to approve the modifications at the January meeting.

4. OLD BUSINESS

- **COMMISSION WORK PLAN UPDATES**

The Commission discussed and provided updates to the work plan for FY 2020-2021.

5. COMMENTS AND UPDATES

- **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Chair Nehdar shared information on the 5th Annual Police Officer's Appreciation Luncheon, which will take place on Wednesday, December 2, 2020.

- **STAFF COMMENTS**

Staff (Williams) provided the following comments:

- The Commission received the Pasadena Police Department Monthly Statistical Report for September 2020 and will continue to receive the monthly reports; and
- The Parks, Recreation and Community Services Department is continuing to manage the Great Plates Delivered program, which was approved to continue until February 7, 2021, and is working with local food pantries to help residents with dealing with food insecurity.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

- Discuss holding a public forum in 2021 on issues that affect human relations in the City of Pasadena (December 2020)
- Discuss recognizing 2020 Human Relations Commission Annual Award Winners at a future City Council meeting (December 2020)

8. ADJOURNMENT

It was moved (Lamar) and seconded (Greenstein) to adjourn the special meeting. (Motion unanimously carried) The meeting was adjourned at 3:46 PM.

The following rules and regulations were adopted by the Human Relations Commission
on
April 4, 1988, for the conduct of its business consistent with the Pasadena Municipal
Code.

HUMAN RELATIONS COMMISSION

RULES AND REGULATIONS

ARTICLE I

NAME

The name of this advisory body is the Human Relations Commission.

ARTICLE II

PHILOSOPHY

The philosophy of this commission is that all citizens of the city should have an opportunity for full participation in normal community life with the privileges and responsibilities attached thereto. The Commission is concerned with all aspects of community life, which affect wholesome and positive community relations. The commission will seek to enlist the support of all citizens in cooperative efforts to carry out measures to improve relations among all groups in the city; to the end that discrimination among such groups and their individual members will be discouraged and eliminated.

ARTICLE III

MEMBERSHIP

SECTION 1. The membership of this commission shall be limited to ~~911~~ members.

SECTION 2. Members shall be appointed in conformity with applicable provisions in Chapter 2.85, Title 2 of the Pasadena Municipal Code.

SECTION 3. Any member desiring to resign from the commission shall submit his/her resignation in writing to the chair of the commission and to the person who appointed and/or nominated the member to the commission, or his/her successor.

SECTION 4. Any member with three consecutive unexcused absences may be removed from the commission by the city council. The chair of the commission may excuse absences. ~~A member must advise the Chair and staff If a member does not advise the chair in advance of any anticipated absence from a scheduled meeting, such or absence shall be considered unexcused. If a member does not advise the chair in advance of any anticipated absence from a scheduled meeting, such absence shall be considered unexcused.~~

SECTION 5. Absent members cannot vote by proxy on issues before the commission at schedule meetings.

SECTION 6. Upon appointment, all members shall receive a copy of these rules and regulations and Chapter 2.85 of the Pasadena Municipal Code relating to this commission.

SECTION 7. Each member has the right:

- a. To receive timely notice of all meetings with accompanying documents;
- b. To receive a copy of the minutes prior to approval;
- c. To make motions or to second them;
- d. To debate motions;
- e. To vote on motions;
- f. To hold office on the commission; and
- g. To make recommendations to the commission.

SECTION 8. No member shall purport to represent or speak on behalf of the commission without the prior approval of a majority of the commission.

SECTION 9. If, due to any of the following factors, a member has a conflict of interest in a matter before the commission, that member shall declare the interest publicly, refrain from participating in the deliberations, abstain from voting on the matter, leave the hearing room during any hearing and deliberations and not discuss the matter with any other commission member prior to final action by the commission:

- (1) Member is a client, employee or business associate of a party with a matter before the commission;
- (2) Member is related by blood, marriage or adoption to a party with a matter before the commission;
- (3) Member has a financial interest in the matter before the commission;
- (4) Member and the party with a matter before the commission are affiliates in an association which would cause a reasonable person to question the commission member's impartiality in resolving the matter before the commission;

- (5) Member is a friend or acquaintance of a party with a matter before the commission which would cause a reasonable person to question the commission member's impartiality in resolving the matter before the commission.
- (6) Member may have a bias prejudicial to the interests of the public or which would give the appearance of impropriety.

ARTICLE IV

OFFICERS

SECTION 16. The officers shall be elected by open ballot to serve for one year or until their successors are elected. Their offices' terms of office shall begin at the close of the annual meeting at which they were elected and for the appointed Parliamentarian position.

SECTION 24. The officers of the Ceommission shall be a Cehair, Vice Cehair, and secretary. The secretary shall be a member of the Ccity staff. The commission may have a parliamentarian at its option, who is appointed by the chair at the annual meeting.

SECTION 32. The Cehair shall have the following responsibility~~authority~~: preside at all meetings of the Ce-commission; vote on every motion as other members; call special meetings; compose the agenda; prepare the annual report for submission to the city council; set the date, hour and place of the regular meeting ~~with approval of the commission~~; make appointments to committees; execute official communications; recommendations of the commission; ~~advise the city council of the names of members with three unexcused absences and of upcoming vacancies~~; and conduct commission business in a manner consistent with these rules and regulations.

SECTION 43. The Vice-Cehair shall perform the duties of ~~an absent or disabled the~~ Cehair in the absence of the Chair and perform such other duties as are assigned by the Cehair. In the absence of both the chair and vice-chair, the members shall select a temporary Cehairperson.

SECTION 54. ~~In the event the commission elects a secretary, t~~The secretary shall have the following responsibilities; record the minutes of all proceedings before the Ceommission; maintain the records of the Ceommission in complete and up-to-date order; report all correspondence to the commission; ~~advise the chair three months prior to expiration of appointments~~; advise the chair of any members with three consecutive unexcused absences and upcoming vacancies; assist in the preparation of the agendas; and make and post all notices.

SECTION ~~6~~5. ~~In the event the commission elects a parliamentarian, the~~ parliamentarian shall assist the ~~C~~Ceommission to resolve questions of parliamentary procedure using Robert's Rules of Order as a guide. The rules contained in ~~the current edition of Robert's Rules of Order, latest revised edition (newly revised)~~ shall govern the ~~C~~Ceommission in all cases to which they are applicable and are not inconsistent with these rules, the Pasadena Municipal Code, or the Ralph M. Brown Act.

~~SECTION 6. The officers shall be elected by open ballot to serve for one year or until their successors are elected. Their offices' terms of office shall begin at the close of the annual meeting at which they were elected.~~

SECTION 7. No member shall hold more than one office at a time. No member shall be eligible to serve more than two consecutive terms in the same office.

ARTICLE V

MEETINGS – GENERAL RULES

SECTION 1. The regular meetings of the commission shall be held on the first ~~Tuesday~~Monday of each month at 6:30 p.m. Written notice of these meetings, including the date, time and location, shall be given to each member, the City Council and the City Manager.

SECTION 2. ~~The r~~Regular meetings should begin no later than 7:00 p.m. and adjourn by 8:30 p.m. unless otherwise extended by the commission.~~in June shall be known as the annual meeting and shall be for the purpose of electing officers, and for any other business.~~

SECTION 3. ~~The regular meeting in June shall be known as the annual meeting and shall be for the purpose of electing officers, appointing the parliamentarian and for any other business. Special meetings may be scheduled by the chair or a majority of the commission. The purpose of the meeting shall be stated in the notice. Notice of special meetings shall be given at least 24 hours in advance.~~

SECTION 4. Special meetings may be scheduled by the chair or a majority of the commission. The purpose of the meeting shall be stated in the notice. Notice of special meetings shall be given at least 24 hours in advance. Majority of members of the commission shall constitute a quorum.

SECTION 45. Six (6) members of the commission shall constitute a quorum. A quorum shall be a majority of the Commission seats filled by the City Council. A seat is deemed to be filled after a nominee has been sworn in by the City Clerk.

SECTION ~~65~~. All meetings of the commission shall be held in accordance with the Ralph M. Brown Act and shall be open to the public as provided by law.

SECTION ~~76~~. A matter ~~must~~ shall be on the agenda to be discussed and acted upon unless otherwise provided by law. A matter may be included on the agenda by a member, or by staff.

SECTION 8. Discussion on any agenda item shall be limited to fifteen minutes unless the Commission votes to extend discussion.

ARTICLE VI

MEETINGS — SPECIAL RULES

~~SECTION 1. Scheduled meetings should begin no later than 7:00 p.m. and adjourn by 10:30 p.m. unless otherwise extended by the commission.~~

~~SECTION 2. Members shall not prolong discussions by repeating an argument already made by another member.~~

SECTION ~~83~~. The order of business at all regular meetings shall be as follows:

- a. Call to order
- b. Roll call
- c. Public comment ~~previous meeting~~.
- d. Review and approval of minutes.
 - ⊖ ~~Public comments~~.
- e. Old business.
- f. New business.
- g. Reports/ comments from the Chair, and updates, and announcements.
 - ⊖ i. Comments from the Commissioners
- h. Staff Comments ~~Comments from the commissioners.~~
- g.i. Next meeting agenda items

~~h.i.~~ Adjournment.

ARTICLE VI!

MEETINGS – MOTIONS

SECTION 1. The Commission may employ five motions in reaching decisions:

- a. Motion for Action: A proposal by a member that the Commission do a special thing.
- b. Motion to Amend: A proposal to amend a motion made by insertion, addition, deletion, or substitution.
- c. Motion to Rescind: A proposal to repeal a motion before a different course of action is decided.
- d. Motion to Table: A proposal to cut off discussion and action on a motion that has been made.
- e. Motion to Suspend the Order of Business: A proposal made when circumstances such as an interruption, late arrival, or early departure necessitate an alteration or change in the agenda.

SECTION 2. Once a motion is before the commission, the public chair shall not be permitted the public to speak nor comment during the Commission's discussion of that motion.

SECTION 3. All votes on issues before the commission shall be by voice vote unless a roll call is requested by the chair or a member of the commission. There shall be no secret ballots.

SECTION 4. After a motion has been made and seconded, the Chair or the Secretary shall repeat the motion for the commission. The chair may rule the motion out of order or restate the motion so that the commission may know what is before it for consideration and action.

SECTION 5. The chair or Secretary shall announce the vote on the motion. In announcing the vote, the ~~chair~~ Secretary shall state whether the motion carried or failed and the number of votes for and against and indicate abstentions.

ARTICLE VII

MEETINGS – HEARING PROCEDURES (IF APPLICABLE)

SECTION 1. The commission shall follow the procedure outlined below in conducting public hearings:

- a. The title of the matter shall be announced by the chair.
- b. A city staff member shall then present the matter to the commission.
- c. The chair shall call for the applicant, proponent, or opponent to present his/her view, additional facts, or evidence.
- d. The chair shall call for the statements from other persons favoring the matter; then from persons opposing the matter under consideration.
- e. The applicant, proponent or opponent shall be given an opportunity for rebuttal at the completion of the statements.
- f. The chair shall declare the hearing closed.
- g. By motion, the commission shall take action on the matter.
- h. The chair shall announce the decision of the commission.
- i. All decisions of the commission relating to matters requiring a public hearing shall be in writing and shall be mailed to the parties within a reasonable time after the hearing.

ARTICLE VIII

COMMITTEES AND PANELS

SECTION 1. The chair may appoint members to ad hoc committees created to assist in the work of the commission and select delegates to represent the commission, as appropriate. The chair shall establish their area of operation and concern, and establish rules of operation. The chair shall be an ex officio member of all committees so created, but shall not count as a committee member for the purposes of quorum.

SECTION 2. The commission hereby establishes a nominating committee which shall recommend nominees for office on the commission. The nominating committee shall consist of three persons appointed by the chair. The committee shall be activated at the May~~April~~ meeting and shall report its nominees at the June~~May~~ meeting.

~~SECTION 3. The commission hereby establishes an executive committee. The executive committee shall consist of five persons. The chair and vice-chair shall be members of the committee and three other members appointed by the chair.~~

SECTION 3. Unless otherwise provided in Chapter 2.85 of the Pasadena Municipal Code, the Chair may appoint members to ad hoc or standing Committees necessary to carry on the work of the Commission. The Chair shall define their area of operation and concern, and establish rules of operation. The Chair shall be an ex officio member of all committees so created, but shall not count as a committee member for the purpose of quorum.

SECTION 4. The commission hereby establishes a police community relations committee to execute the police community relations function of the ordinance. Actions agreed upon in meetings shall be reported to the full commission. The police community relations committee shall consist of three members.

ARTICLE IX

AMENDMENT OF RULES

~~SECTION 1. These rules may be amended at any regular meeting of the cCommission by a majority vote, provided that the amendment has been submitted in writing at the previous meeting. Proposed amendments must be submitted to the Board of DirectorsCity Council for final approval and shall not become effective until approved and ordered filed by the City Council.~~

SECTION 1. The Commission shall adopt or amend, by the affirmative vote of majority, 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.

Chapter 2.85

HUMAN RELATIONS COMMISSION

Sections:

- 2.85.010** Short title.
- 2.85.020** Establishment.
- 2.85.030** Membership-Appointment and terms.
- 2.85.040** Qualifications.
- 2.85.050** Absences and vacancies.
- 2.85.060** Elections of officers.
- 2.85.070** Meetings - Records.
- 2.85.080** Rules and regulations.
- 2.85.090** Annual report.
- 2.85.100** Disclosure requirements.
- 2.85.110** Purpose and functions.

2.85.010 Short title.

This chapter shall be known as the “Human Relations Commission Ordinance.” (Ord. 6229 § 2 (part), 1987)

2.85.020 Establishment.

There is created and established a commission of the city to be known as the “human relations commission” and hereinafter called “commission.” (Ord. 6229 § 2 (part), 1987)

2.85.030 Membership-Appointment and terms.

A. The commission shall consist of 9 members, who shall be appointed as follows:

1. Each of the 7 councilmembers and the mayor shall nominate 1 member for a total of 8 members.
2. The mayor shall nominate the remaining 1 member from persons recommended by the 7 councilmembers.
3. All nominations are subject to ratification by city council.

B. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year shall not be considered a full term. Terms expire on June 30th of the applicable years. A member shall continue in office for the term for which he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval.

C. If a member ceases to reside in the city prior to the expiration of a term, the member may complete the term only upon approval by the city council pursuant to Section 2.45.020.

D. Any member of the commission may be removed by the city council at its pleasure. (Ord. 6820 §§ 19,45 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.85.040 Qualifications.

A. All members shall be residents of the city; provided, however, that a person nominated by a city council member need not reside in said city council member's~~director's~~ district.

B. Members should be committed to the principle of equal opportunity for all people and have the ability to function harmoniously within a heterogeneous group. (Ord. 6229 § 2 (part), 1987)

2.85.050 Absences and vacancies.

A. In the event a member has three consecutive unexcused absences from meetings of the commission, the city council may declare the office of such member vacant. The staff to the commission shall advise the secretary administrative assistant to the mayor of any member with 3 consecutive unexcused absences. The chair of the commission may excuse absences.

B. Vacancies, whether scheduled or unscheduled, shall be filled by the person who nominated the member to the vacant office, or by his/her successor, in the same manner as set forth in Section 2.85.030. (Ord. 6820 § 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.85.060 Elections of officers.

~~At the first meeting of~~ In the month of June, the commission, and there ~~-after~~ at its annual first meeting of in June each subsequent year, the members shall elect a chair and a vice chair and the newly elected chair shall appoint a parliamentarian. In the absence ~~or disability~~ of the chair and vice chair, the commission may designate a temporary chair. (Ord. 6229 § 2 (part), 1987)

2.85.070 Meetings-Records.

A. The commission shall meet at least once a month. All its meetings shall be held in accordance with the Ralph M. Brown Act and shall be open to the public except as provided by law. Special meetings may be called by the chair or a majority of the commission.

B. A quorum shall be a majority of the commission seats filled by the city council. A seat is deemed to be filled by the city council. A seat is deemed to be filled after a nominee has been sworn in by the city clerk. No action of the commission shall be valid without the affirmative vote of at least 3 members.

C. The commission shall keep a record, which shall be available for public inspection, of all of its resolutions, proceedings, and other actions. (Ord. 6820 § 20, 45 (part), 2000; Ord. 6675 § 1 (part), 1996; Ord. 6229 § 2 (part), 1987)

2.85.080 Rules and regulations.

The commission shall adopt and amend, by the affirmative vote of ~~a majority of 5~~ members, rules and regulations for the conduct of the commission's business consistent with the 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 § 21, 2000; Ord. 6229 § 2 (part), 1987)

2.85.090 Annual report.

The commission shall submit an annual report and work plan to the city council no later than September 1st of each year. Attendance records of members shall be included as part of the annual report. (Ord. 6930 § 9, 2003; Ord. 6820 § 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.85.100 Disclosure requirements.

Members of the commission shall not be required to file annual statements of economic interest pursuant to the city's conflict of interest code. (Ord. 6229 § 2 (part), 1987)

2.85.110 Purpose and functions.

A. The purpose of this commission is to aid the city in achieving better human relations in city government, and to provide assistance to private person, and groups in promoting good will and better relations among all people.

B. The purpose of this commission is to aid the city in achieving better human relations in city government, and to provide assistance to private persons and groups in promoting good will and better relations among all people.

C. The commission shall:

1. Formulate ideas and suggest programs in the areas of research and educate for the purpose of lessening racial and religious prejudice and of fostering attitudes among the various-groups ~~within its jurisdiction~~ which lead to civic peace and intergroup understanding:

2. Develop and participate in plans and programs designed to promote the full acceptance of all citizens in the community in all aspects of community life, without regard to race, religion, national origin, age, sex or minority affiliation:

3. Participate with community agencies engaged in fostering mutual understanding and respect among all racial, religious and cultural groups in the city, or in attempting to discourage discrimination practices against any such group or any of its members.

4. Maintain close liaison with the police department through the police chief or his/her representatives and promote understanding and cooperation between the police department and residents of the community;

5. Encourage and assist representatives of the local law enforcement agencies, the judicial system and other interested community groups in developing and maintaining harmonious relationships between the law enforcement agencies and the residents of the city. (Ord. 6905 §§ 1,2, 2002; Ord. 6820 § 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

CITY OF PASADENA HUMAN RELATIONS COMMISSION

WORK PLAN: 08/01/2020-06/30/2021

MISSION (as stated in Charter/Ordinance):

The purpose of the Human Relations Commission is to aid the city in achieving better human relations in city government, and to provide assistance to private persons and groups in promoting good will and better relations among all people. The Human Relations Commission is an advisory body.

OBJECTIVES:

1.	<p>To advise City Council on Human Relations issues of public, local and national concerns with regular updates to provide an opportunity to review and understand issues for the decision making process.</p> <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 20-21.</p> <p>October 2020: No update was provided.</p> <p>November 2020: No update was provided.</p>
2.	<p>To present public forums, panels, and programs on issues that affect human relations in the City of Pasadena.</p> <p>Nehdar, Lacey, Lamar, Gonzalez</p> <p>Rekindling the Light of Peace ad hoc: Lacey (Lead), Nehdar, Gonzalez, Shirmohammadi</p> <p>Action Items:</p> <ul style="list-style-type: none">• Rekindling the Light of Peace• Multimedia High School Essay Contest• Human Relations Commission Annual Awards Ceremony

- Investigate alternatives to in-person forums, panels, and programs

Work Plan Updates:

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

September 2020:

- Chair Nehdar appointed Commissioners Nehdar, Lacey, Greenstein, and Gonzalez to the Rekindling the Light of Peace ad hoc committee.
- Chair Nehdar appointed Commissioners Greenstein (lead), Lamar, Nehdar, and Robinett to an ad hoc committee to discuss meeting regarding social justice.

October 2020: The ad hoc committee decided and approved holding the Rekindling the Light of Peace event through Zoom on Saturday, January 9, 2021.

November 2020:

- The ad hoc committee confirmed the Rekindling the Light of Peace virtual event will take place on Saturday, January 9, 2021 from 10:00am-11:30am on Zoom.
- Vice-Chair Lacey will contact potential speakers for the event and select the keynote speaker.
- Chair Nehdar confirmed a musical performance and the Commission discussed the logistics of pre-recording portions of the event.
- The Commission requested Staff (Williams) look into the possibility of recognizing the 2020 Human Relations Commission Annual Award winners at a future City Council meeting.
- Commissioners discussed requesting certificates of appreciation for the 2020 Human Relations Commission Annual Award winners from Senator Portantino and Assemblymember Holden.

- 3.** To identify and bring attention to collaborations existing within the City of Pasadena that provide assistance to private persons and groups, and/or promote goodwill and better relations among all people.

Greenstein (Lead), Robinett, Lamar, Morales

Action Items:

- Assessment of local collaborations

- Pasadena Ministerial Alliance
 - Nonprofit social service organizations
 - Social justice meeting
-

Work Plan Updates:

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

September 2020: Commission ad hoc will identify specific social organizations to discuss at next meeting.

October 2020:

- Chair Nehdar dissolved the ad hoc committee regarding the social justice meeting and added the item into work plan objective #3.
- Commissioner Greenstein updated the Commission in that the ad hoc committee met on Tuesday, September 15 and discussed:
 - Developments with the Pasadena Community Police Oversight Commission.
 - Hosting a Zoom job and resource fair for formerly incarcerated residents.
 - Holding a forum to bridge the gap between the various sections in Pasadena.
 - Community Bill of Rights released by the NAACP and NDLO (National Day Laborer Organization Network) that was released in June 2020.
 - The Parks, Recreation and Community Services Department Commission work plans for FY 2020-2021 to see how they relate to the work of the Human Relations Commission.

November 2020: The Commission discussed holding a virtual public forum and inviting local community based organizations to present about what they are working on.

NOTE: Objectives are subject to change with approval by the Commission.