



**Regular Meeting
Commission on the Status of Women
Wednesday, July 7, 2021
6:00 P.M.**

Members

Beverley Morgan-Sandoz, Chair, District 1
Dr. Valinda M. Bowens, Vice-Chair, District 3
Peggy Sisson, Mayor
Lorraine Montgomery, District 2
Sandra Lindoerfer, District 4
Vanessa F. Rodriguez, District 5
Maura Harrington Roggero, District 6
Charlotte Lacey, District 7
Vacant, At Large

Staff

Ali Everett, Accessibility Coordinator
Tamer Sabha, Recording Secretary

Meeting Information

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 at (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/82395178067>

OR

Phone: 1 (669) 900-6833 – Webinar ID: 823 9517 8067

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: 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.

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
Regular Meeting
Commission on the Status of Women
Wednesday, July 7, 2021
6:00 P.M.

1. **Call to order**
2. **Roll call**
3. **Public comments**
4. **Approval of minutes**
 - May 5, 2021*
 - June 9, 2021*
5. **New business**
Information item
 - Overview of the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) – Char Bland (Former Chair, Commission on the Status of Women)
6. **Old business**
Action item
 - Discussion and approval of the Commission on the Status of Women Work Plan for FY 2021-2022*
7. **Reports/comments from the Chair**
8. **Comments from Commissioners**
9. **Staff comments**
10. **Upcoming meeting agenda items**
11. **Adjournment**

*Attachments

Posting statement: I hereby certify that this Agenda, in its entirety was posted on the City Council Chamber Board S249, and the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue on or before the 1st day of July 2021, 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.



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



Tamer Sabha, Recording Secretary



Draft Minutes

**Regular Meeting
Commission on the Status of Women
Wednesday, May 5, 2021
6:00 P.M.**

Commissioners Present: Valinda Bowens, Margaret de Larios (joined at 6:14pm), Sandra Lindoerfer, Lorraine Montgomery, Beverley Morgan-Sandoz, Vanessa Rodriguez, Peggy Sisson, Maura Harrington

Commissioners Absent: None

Staff Present: Ali Everett, Tamer Sabha

1. Call to Order; Roll Call

Chair Morgan-Sandoz called the meeting to order at 6:01 PM. Staff (Sabha) called the roll and a quorum was established for the Commission.

2. Welcome

- Welcome to new Commissioner Vanessa Rodriguez (District 5)
Commissioners introduced themselves and welcomed Vanessa Rodriguez (District 5), who shared her background and experience.

3. Public Comments for Items Not On the Agenda

Nancy Bremeau, representing the Association of California Commissions for Women (ACCW), submitted a public comment inviting the Commission to attend the virtual "Bootcamp for Commissions on the Status of Women" on Saturday, May 22, 2021.

4. Approval of Minutes

After review, it was moved (Bowens) and seconded (Montgomery) to approve the Minutes of the April 7, 2021 meeting. (Motion carried) (Abstain: Rodriguez)

In Favor: Morgan-Sandoz, Bowens, Sisson, Montgomery, Lindoerfer, Harrington
Abstain: Rodriguez

5. New Business

- **Presentation on the Economic Impact of COVID-19 on Women – Dr. Sarah Bohn (Vice President and Senior Fellow, Public Policy Institute of California)**

The Commission received a presentation from Dr. Sarah Bohn from the Public Policy Institute of California about the economic impact of COVID-19 on women. Questions from the Commission followed.

- **Select date and time of annual meeting**

After discussion, it was moved (Lindoefer) and seconded (Bowens) to schedule the annual meeting on Wednesday, June 9, beginning at 5:15pm, with an alternative date of Monday, June 7, beginning at 5:15pm in case of any scheduling conflicts. (Motion unanimously carried)

In Favor: Morgan-Sandoz, Bowens, Sisson, Montgomery, Lindoefer, Rodriguez, Harrington, de Larios

- **Establish Nominating Committee for FY 2021-2022 Commission officers**

Chair Morgan-Sandoz appointed Commissioners de Larios (Chair of committee), Sisson, and Montgomery to the Nominating Committee for the election of Commission officers for FY 2021-2022.

6. Old Business

- **Commission work plan updates and discussion**

The Commission agreed that the FY 20-21 work plan objective leads will meet to develop recommendations for the FY 21-22 work plan for further discussion at the annual meeting in June.

After review, it was moved (Sisson) and seconded (Lindoefer) to approve the work plan updates as discussed. (Motion unanimously carried)

In Favor: Morgan-Sandoz, Bowens, Sisson, Montgomery, Lindoefer, Rodriguez, Harrington, de Larios

7. Comments and Updates

- **Staff Comments**

Staff (Everett) provided the following updates:

- Eligibility for the COVID-19 vaccine is continuing to expand and Pasadena residents are encouraged to fill out the inquiry form on the City of Pasadena website to receive information about upcoming vaccination opportunities; and
- Pasadena residents who are unable to access the COVID-19 vaccine at a community based site due to disability and need to receive the vaccine at home may request this service by contacting the Pasadena Citizen Service Center.

- **Comments and Announcements from Commissioners**

Vice-Chair Bowens commented on being asked by the City of Hope to be the featured speaker for their Juneteenth event, taking place on Friday, June 18.

8. Suggested Agenda Items for Future Commission Meetings

None

9. Adjournment

It was moved (de Larios) and seconded (Harrington) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 8:05 PM.



Draft Minutes

**Special Meeting
Commission on the Status of Women
Wednesday, June 9, 2021
5:15 P.M.**

Commissioners Present: Valinda Bowens, Charlotte Lacey, Lorraine Montgomery, Beverley Morgan-Sandoz, Vanessa Rodriguez, Maura Harrington

Commissioners Absent: Sandra Lindoerfer (excused), Peggy Sisson (unexcused)

Staff Present: Ali Everett, Lola Osborne, Tamer Sabha

1. Call to Order

Chair Morgan-Sandoz called the meeting to order at 5:19 PM.

Chair Morgan-Sandoz announced the resignation of Commissioner Margaret de Larios due to moving out of the City of Pasadena.

The Commission introduced themselves and welcomed new Commissioner Charlotte Lacey (District 7), who shared her background and experience.

2. Roll Call

Staff (Sabha) called the roll and a quorum was established for the Commission

3. New Business

- **Review and approval of Commission attendance record for FY 2020-2021**
After discussion, it was moved (Montgomery) and seconded (Harrington) to approve the Commission on the Status of Women Meeting Attendance Record for FY 2020-2021. (Motion carried) (Abstain: Lacey)

In Favor: Morgan-Sandoz, Bowens, Montgomery, Rodriguez, Harrington
Abstain: Lacey

- **Review and approval of Commission Accomplishments for FY 2020-2021**
After discussion, it was moved (Bowens) and seconded (Rodriguez) to approve the Commission on the Status of Women Report of Accomplishments for FY 2020-2021. (Motion unanimously carried)

In Favor: Morgan-Sandoz, Bowens, Montgomery, Rodriguez, Harrington, Lacey

- **Report from the Nominating Committee for recommended FY 2021-2022 Commission officers (oral report)**

The Nominating Committee recommended Commissioner Morgan-Sandoz to serve as Chair and Commissioner Bowens to serve as Vice-Chair for FY 2021-2022.

- **Election of Commission officers for FY 2021-2022**

After discussion, it was moved (Lacey) and seconded (Harrington) to approve the Nominating Committee's recommendation to elect Commissioner Morgan-Sandoz as Chair and Commissioner Bowens as Vice-Chair for FY 2021-2022. (Motion unanimously carried)

In Favor: Morgan-Sandoz, Bowens, Montgomery, Rodriguez, Harrington, Lacey

- **Chair to appoint Parliamentarian for FY 2021-2022**

Chair Morgan-Sandoz appointed Commissioner Lacey to serve as Parliamentarian for FY 2021-2022.

- **Establish work plan for FY 2021-2022**

The Commission discussed work plan objectives for FY 2021-2022.

4. Old Business

None

5. Reports/Comments from the Chair

Chair Morgan-Sandoz provided the following comments:

- Thanked the Commission for re-electing her to serve as Chair for FY 2021-2022, and is looking forward to working together to make the Commission on the Status of Women a positive and visible force for women and girls in Pasadena; and
- Encouraged Commissioners to read the "Bootcamp for CSWs" information sent by the Association of California Commissions for Women (ACCW) as a way to get more involved with other state and national Commissions on the Status of Women.

6. Comments from Commissioners

Vice-Chair Bowens invited Commissioners to attend the virtual City of Hope Juneteenth celebration on Friday, June 18.

7. Staff Comments

Staff (Everett) provided the following updates:

- Commissions are scheduled begin meeting in person after Labor Day (Monday, September 6, 2021), the Commission on the Status of Women's first in person meeting will take place on Wednesday, October 6;
- The updated Commission on the Status of Women's Rules and Regulations were approved by the City Council on Monday, May 3, and are included in the June meeting agenda packet; and

- Staff (Everett) updated the format for PRCS-staffed Commission meeting agendas, minutes, and work plans to improve the document accessibility and readability, and the new format will be used beginning in July.

Staff (Osborne) provided the following comments:

- Recommended creating a presentation calendar for future meeting presentations; and
- Congratulated the Commission on completing their annual meeting and discussing objectives for the FY 21-22 work plan

8. Upcoming Meeting Agenda Items

- Presentation about human trafficking
- Presentation about wage equity

9. Adjournment

It was moved (Rodriguez) and seconded (Harrington) to adjourn the special meeting. (Motion unanimously carried) The meeting was adjourned at 7:50 PM.

**City of Pasadena Commission on the Status of Women
Draft Work Plan: 07/01/21 – 06/30/22**

Mission:

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

FY 21-22 Objectives:

Objective #1 – Advise City Council

Objective #2 – Survival Guide

Objective #3 – Outreach & Awareness

Objective #4 – Financial Resources

Objective #1 – Advise City Council

Commissioners: TBD

Action Items:

- Invite City Council representatives (Councilmembers and Liaisons) to attend meetings of the Commission on the Status of Women.
- Strengthen the Commission’s link with City Council through quarterly updates, attending City Council meetings, and other appropriate methods.
- Share information about outreach and awareness activities with City Councilmembers for disseminating the information to the community through Councilmember newsletters, community meetings, and the City’s website.
- 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. Examples of hot topics include:
 - Female Economics: equal pay, flexible work schedules, expansion of childcare, and maternity rights in the workplace
 - Equal Rights Amendment

As appropriate, the Commission will collaborate with other City Commissions addressing similar hot topics.

- Review City Council Resolution No. 9762 recognizing women’s equality and in support of the elimination of all forms of discrimination against women, and discuss possible recommendations for further action in support of the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW).

Work Plan Updates:

July 2021:

-

Objective #2 – Survival Guide

Commissioners: TBD

Action Items:

- Develop the "Survival Guide at a Glance" as a one page document with the following content:
 - Contact information for:
 - Pasadena Citizen Service Center
 - 2-1-1 LA
 - 24-hour services
 - QR Code to scan for easy access to the Survival Guide at a Glance online
- Consult with the Human Services Commission regarding the Survival Guide at a Glance content.
- Work with staff to post the "Survival Guide at a Glance" on the City's webpage at www.cityofpasadena.net/SurvivalGuide and other easy to access locations on the City's website.
- Request printed postcards with the online link and QR code for distribution throughout the community.

Work Plan Updates:

July 2021:

-

Objective #3 – Outreach & Awareness

Commissioners: TBD

Action Items:

- Celebrate Women's History month with community events that engage diverse attendees, including organizing Herstory 2022 and requesting the Mayor and City Council to issue a proclamation declaring March as Women's History month.
- In April 2022, support the City of Pasadena's recognition of Denim Day and request the Mayor and City Council issue a proclamation that acknowledges Denim Day and its significance.
- Engage young girls involved in organizations such as Delta Sigma Theta Sorority's Young African American Women's Conference and the Alpha Kappa Alpha Sorority Scholar's Chat program at John Muir High School by offering them opportunities to give back to the community through assisting with Commission activities such as Herstory and the Survival Guide.
- Collaborate with the PRCS Department and other Commissions to mentor members of the Pasadena Youth Council, including providing opportunities to give back to the community by assisting with events such as Herstory and giving input on issues related to young women.
- 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 such events as the YWCA Racial Justice Breakfast, the Southern California Women's Health Conference, and League of Women Voters activities.

Cost: \$1,000

- Collaborate with Mount Saint Mary's University to update the 2015 Report on the Status of Women in Pasadena and develop a plan for disseminating the Report once completed. (Rodriguez)
- Recommend Art Night include an activity recognizing women in the arts. Consult with City staff in making the recommendation. If accepted, develop content for the virtual Art Night activity or partner with a local arts organization to develop content recognizing women in the arts.
- Research and possibly recommend the placement of plaques around the City recognizing women who contributed to Pasadena's history, current and past.

Work Plan Updates:

July 2021:

CSW Work Plan FY 21-22. Approved _____, 2021

Objective #4 – Financial Resources

Commissioners: TBD

Action Items:

- Explore/identify funding and in-kind donation sources for FY 2021-2022 and beyond 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).

Work Plan Updates:

July 2021:

-

**Work Plan Objective #1 (Advise City Council)
Commissioner Sign-Up To Observe City Council Meetings**

July 2021:

5th – To be cancelled
12th – TBD
19th – TBD
26th – To be cancelled

August 2021:

2nd – TBD
9th – TBD
16th – TBD
23rd – TBD

September 2021:

6th – TBD
13th – TBD
20th – TBD
27th – TBD

October 2021:

4th – TBD
11th – TBD
18th – TBD
25th – TBD

November 2021:

1st – TBD
8th – TBD
15th – TBD
22nd – TBD

December 2021:

6th – TBD
13th – TBD
20th – TBD
27th – TBD

January 2022:

3rd – TBD
10th – TBD
17th – TBD
24th – TBD
31st – TBD

February 2022:

7th – TBD
14th – TBD
21st – TBD
28th – TBD

March 2022:

7th – TBD
14th – TBD
21st – TBD
28th – TBD

April 2022:

4th – TBD
11th – TBD
18th – TBD
25th – TBD

May 2022:

2nd – TBD
9th – TBD
16th – TBD
23rd – TBD
30th – TBD

June 2022:

6th – TBD
13th – TBD
20th – TBD
27th – TBD