



**Regular Meeting
Commission on the Status of Women
Wednesday, November 3, 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 regular 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

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/81170775407>

OR

Phone: 1 (669) 900-6833 – Webinar ID: 811 7077 5407

Public Comment Instructions

If you wish to provide comments, you may do so as follows:

1. Advance correspondence, to become part of the record:

Members of the public may submit correspondence of any length prior to the start of the meeting, at the following email address: tsabha@cityofpasadena.net. 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. Live public comments during the meeting:

During the meeting, members of the public may provide live public comment on an agenda item, at the time the Chair solicits public comment, by either (a) if using the Zoom program, selecting the “raise hand” function; or (b) if participating by telephone, pressing *9 to raise your hand. Public comments are limited to 3 minutes each, and the Chair or the Commission may limit this time if reasonable under the circumstances.

Your phone call to the Commission meeting will be recorded as part of the Commission meeting. By staying on the line and making public comment during the Commission meeting, you are agreeing to have your phone call recorded.

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, November 3, 2021
6:00 P.M.

1. **Call to order**
2. **Roll call**
3. **Public comments for items not on the agenda**
4. **Approval of minutes**
 - October 6, 2021*
5. **New business**
Information item
 - Taking Action Together: Health Equity in our Women and Girls – Dr. Kimlin Tam Ashing (Associate Cancer Center Director for Community Outreach and Professor, Beckman Research Institute, City of Hope)
6. **Old business**
Action item
 - Commission work plan updates and discussion*
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 29th day of October 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
Beverley Morgan-Sandoz, Chair



Tamer Sabha
Tamer Sabha, Recording Secretary



Draft Minutes

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

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

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

Staff Present: Ali Everett, Tamer Sabha

1. Call to Order

Chair Morgan-Sandoz called the meeting to order at 6:04 PM.

2. Roll Call

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

3. Public Comments

None

4. Approval of Minutes

After review, it was moved (Montgomery) and seconded (Bowens) to approve the Minutes of the September 1, 2021 regular meeting. (Motion carried)

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

Abstain: Rodriguez

5. New Business

• Presentation about YWCA Glendale and Pasadena's programs and services for women and girls – Tara Peterson (CEO)

The Commission received a presentation from the YWCA about their programs and services for women and girls. Questions from the Commission followed.

6. Old Business

• Commission work plan updates and discussion

After discussion, it was moved (Rodriguez) and seconded (Bowens) to approve Chair Morgan-Sandoz to respond on behalf of the Commission to surveys from organizations focused on women's issues about the work of the Commission. (Motion unanimously carried)

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

After discussion, it was moved (Harrington) and seconded (Montgomery) to approve the work plan updates as discussed. (Motion unanimously carried)

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

7. Reports/Comments from the Chair

Chair Morgan-Sandoz provided the following comments:

- Reminded the Commission about the current At Large vacancy and asked Commissioners to encourage interested people to submit an application; and
- Attended virtual meetings on subjects related to the work of the Commission including meetings hosted by Women in Leadership Vital Voices and the National Council of Negro Women encouraging women to take leadership roles in government by running for public office.

8. Comments from Commissioners

Vice-Chair Bowens commented that she will facilitate a virtual workshop for the City of Hope Young Professionals Network on the topic of mindfulness on Thursday, October 7.

Commissioner Harrington commented that she is serving on the City of Hope Community Benefit Committee, which focuses on community reinvestment, and is also involved in a project with the City of Hope, Huntington Hospital, Methodist Hospital, and Kaiser Permanente Baldwin Park about addressing food insecurity.

9. Staff Comments

Staff (Everett) commented that City Council approved Committees and Commissions receiving live public comment during virtual meetings so new public comment instructions will appear in the Commission's November meeting agenda packet.

10. Upcoming Meeting Agenda Items

- Health equity for women and girls

11. Adjournment

It was moved (Bowens) and seconded (Harrington) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 7:53 PM.

**City of Pasadena Commission on the Status of Women
Work Plan: 07/01/2021 – 06/30/2022**

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 conditions which indicate discrimination or prejudice encountered by women;
2. Recommend policies, procedures, programs and legislation to promote and ensure equal rights and opportunities for all women in the city;
3. Consult with other public agencies and commissions on matters relevant to the commission.

FY 2021-2022 Objectives:

Objective #1 – Advise City Council

Objective #2 – Survival Guide

Objective #3 – Outreach and Awareness

Objective #4 – Financial Resources

Objective #1 – Advise City Council

Commissioners: Lacey, Lindoerfer

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 research and discuss possible recommendations for further action in support of the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW).
 - CEDAW ad hoc committee: Lacey, Montgomery

Work Plan Updates:

July 2021:

- Chair Morgan-Sandoz appointed Commissioners Lacey and Lindoerfer as leads for Advise City Council objective.
- The Commission received a presentation about the status of CEDAW and Chair Morgan-Sandoz appointed Commissioners Lacey and Montgomery to the CEDAW ad hoc committee.
- Commissioners volunteered for dates to attend City Council meetings during FY 2021-2022.
- Commissioners identified the following hot topics of interest:

- Digital Divide: Lacey
- Workplace equity, safety, and success (equal pay, childcare, sexual harassment, etc.): Harrington, Rodriguez, Sisson
- Engaging girls and young women: Bowens
- Community Police Oversight Commission: Lindoerfer
- Health inequity (maternal and infant health): Morgan-Sandoz
- Domestic Violence: Montgomery

August 2021:

- The Commission received a presentation about the Digital Divide from Norma Fernandez, CEO of Everyone On.
- Commissioner Lindoerfer attended the City Council meetings in July and recommended that Commissioners provide feedback about the City's redistricting process through the online feedback form available on the City's website.
- The Commission compiled a tentative schedule of presentations on hot topics.
- Commissioner Montgomery contacted Char Bland to obtain additional information about CEDAW after her presentation to the Commission at the July meeting.
- Chair Morgan-Sandoz requested the CEDAW ad hoc committee contact Judith Harris (United Nations Association – Pasadena Chapter) and Nancy Breneau (Association of California Commissions for Women) to obtain information about cities that have passed CEDAW related ordinances or resolutions.

September 2021:

- The Commission received a presentation from the Pasadena Police Department about the Domestic Violence Reduction project.
- Commissioner Montgomery spoke with Judith Harris (United Nations Association – Pasadena Chapter) about CEDAW and stated she would like the ad hoc committee to explore how the provision of affordable housing may relate to the goals of CEDAW. Chair Morgan-Sandoz asked the ad hoc committee to review information about the City's Draft Housing Element, then report back to the Commission regarding any specific recommendations.
- The Commission discussed and updated the presentation calendar for February - April 2022.

October 2021:

- The Commission received a presentation from the YWCA Glendale and Pasadena about its programs and services for women and girls.
- Commissioner Montgomery reported that she communicated with Councilmember Rivas about CEDAW and Councilmember Rivas suggested the Commission identify any specific points in CEDAW that the City is not doing. Chair Morgan-Sandoz requested the CEDAW ad hoc committee meet to discuss possible recommendations for the Commission to consider.
- Commissioner Harrington attended the City Council meetings in September and provided a reported on various topics discussed that impact women.

Objective #2 – Survival Guide

Commissioners: Bowens, Harrington, Morgan-Sandoz

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
 - EveryoneOn
 - 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:

- Chair Morgan-Sandoz appointed Commissioners Bowens, Harrington, and Morgan-Sandoz to the Survival Guide ad hoc committee.

August 2021:

- The Survival Guide ad hoc committee discussed next steps to create the "Survival Guide at a Glance" and post it to the Commission's webpage.

September 2021:

- The Survival Guide ad hoc committee met to discuss the format and content of the "Survival Guide at a Glance" and reported that the next step is to verify and update the content. Commissioner Lacey suggested collaborating with the Pasadena Junior League to assist with this process.

October 2021:

- The Survival Guide ad hoc committee began drafting the “Survival Guide at a Glance” and verified that the 24-hour service hotlines in the existing Survival Guide are still active.

Objective #3 – Outreach and Awareness

Commissioners: Montgomery, Rodriguez

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.
 - Herstory ad hoc committee: Lacey, Lindoerfer, Rodriguez
 - Women’s History Month proclamation responsible Commissioner: Morgan-Sandoz
- 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.
 - Denim Day proclamation : Morgan-Sandoz
- 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.
 - Pasadena Youth Council ad hoc committee: Bowens, Lindoerfer
- 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)
 - Report on the Status of Women ad hoc committee: Harrington, Morgan-Sandoz, 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.

- Art Night responsible commissioner: Lindoerfer
- Research and possibly recommend the placement of plaques around the City recognizing women who contributed to Pasadena's history, current and past.
 - Plaques ad hoc committee: Harrington, Montgomery

Work Plan Updates:

July 2021:

- Chair Morgan-Sandoz appointed Commissioners Montgomery and Rodriguez as leads for the Outreach and Awareness objective.
- Chair Morgan-Sandoz appointed Commissioners Lacey, Lindoerfer, and Rodriguez to the Herstory ad hoc committee.
- Chair Morgan-Sandoz appointed herself as the responsible Commissioner for the Women's History Month and Denim Day proclamations.
- Chair Morgan-Sandoz appointed Commissioners Bowens and Lindoerfer to the Youth Council ad hoc committee.
- Chair Morgan-Sandoz reported that the procurement process for the updated Report on the Status of Women in Pasadena is almost complete and appointed Commissioners Harrington, Morgan-Sandoz, and Rodriguez, to the report on the Status of Women ad hoc committee.
- Chair Morgan-Sandoz appointed Commissioner Lindoerfer as the responsible Commissioner for the Art Night activity.
- Chair Morgan-Sandoz appointed Commissioners Harrington and Montgomery to the Plaques ad hoc committee.

August 2021:

- The Commission received and reviewed the first draft of the 2021 Report on the Status of Women. The ad hoc committee reported on comments about the draft report that they plan to share with Dr. Emerald Archer from Mount Saint Mary's University.
- Commissioner Lindoerfer reported that the October 2021 ArtNight program is finalized, however the Commission can explore options to partner with local arts organizations to develop content recognizing women in the arts for the March 2022 ArtNight program.
- Plaque ad hoc committee reviewed the City's monument policy and identified questions the Commission will need to discuss before moving forward with making a recommendation regarding plaques.

September 2021:

- The Report on the Status of Women ad hoc committee submitted comments on the first draft of the 2021 Report on the Status of Women then met with representatives from Mount Saint Mary's University to discuss the comments.

- Chair Morgan-Sandoz asked the Herstory ad hoc committee to identify a lead for the committee and prepare to discuss the program at the October Commission meeting.

October 2021:

- The Report on the Status of Women ad hoc committee submitted comments on the second and third drafts of the 2021 Report on the Status of Women and met with representatives from Mount Saint Mary's University to discuss the drafts.
- The Commission discussed potential topics for Herstory 2022. Chair Morgan-Sandoz asked the Herstory ad hoc committee to report back at the November meeting with a recommended topic and program.
- After researching the requirements for placement of plaques in the City of Pasadena, the plaque ad hoc committee recommended tabling the plaque action item to the next fiscal year and the Commission agreed.
- The Commission discussed the California Commission on the Status of Women survey about the efforts of local Commissions on the Status of Women. Chair Morgan-Sandoz identified Commissioners Lindoerfer and Montgomery to send her additional comments about the survey questions for inclusion in the response.
- The Commission approved Chair Morgan-Sandoz to reply on behalf of the Commission to surveys about the Commission's work, for example the California Commission on the Status of Women survey.

Objective #4 – Financial Resources

Commissioners: Lacey, Sisson

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.

Work Plan Updates:

July 2021:

- Chair Morgan-Sandoz appointed Commissioners Lacey and Sisson as leads for Financial Resources objective.
- Chair Morgan-Sandoz reported that the Parks, Recreation and Community Services Department committed to funding the ACCW and NACW memberships for FY 2021-2022.

August 2021:

- No update provided.

September 2021:

- The ad hoc committee reported that the Pasadena Recreation and Parks Foundation could act as a fiscal receiver for the Commission as needed.

October 2021:

- No update provided.

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

(updated 08/26/21)

July 2021:

5th – Cancelled
12th – Lindoerfer
19th – Lindoerfer
26th – Cancelled

August 2021:

2nd – Rodriguez
9th – Rodriguez
16th – Rodriguez
23rd – Cancelled
30th – Cancelled

September 2021:

6th – Harrington
13th – Harrington
20th – Harrington
27th – Harrington

October 2021:

4th – Bowens
11th – Bowens
18th – Bowens
25th – Bowens

November 2021:

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

December 2021:

6th – Lacey
13th – Lacey
20th – Lacey
27th – Lacey

January 2022:

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

February 2022:

7th – Bowens
14th – Bowens
21st – Bowens
28th – Bowens

March 2022:

7th – Morgan-Sandoz
14th – Morgan-Sandoz
21st – Morgan-Sandoz
28th – Morgan-Sandoz

April 2022:

4th – Lindoerfer
11th – Lindoerfer
18th – Morgan-Sandoz
25th – Morgan-Sandoz

May 2022:

2nd – Lacey
9th – Lacey
16th – Lacey
23rd – Rodriguez
30th – Rodriguez

June 2022:

6th – Lindoerfer
13th – Lindoerfer
20th – Morgan-Sandoz
27th – Morgan-Sandoz

**Commission on the Status of Women
Draft Presentation Calendar FY 2021-2022**

August 2021:

- Presentation about the impact of the digital divide on women and girls – Norma E. Fernandez (CEO, EveryoneOn and former Chair, Commission on the Status of Women)

September 2021

- Presentation on the Pasadena Police Department Domestic Violence Reduction Project – Sgt. Derek Locklin (Pasadena Police Department)

October 2021

- Presentation about YWCA Glendale and Pasadena's programs and services for women and girls – Tara Peterson (CEO)

November 2021

- Tentative presentation topic: Health inequity (maternal and infant health)

December 2021

- Tentative presentation topic: Engaging girls and young women

January 2022

- Tentative presentation topic: Community policing impact on women in Pasadena

February 2022

- Tentative presentation topic: Child care

March 2022

- Tentative presentation topic: Sexual harassment

April 2022

- Tentative presentation topic: Pay equity

May 2022

- TBD

June 2022

- Annual Meeting