



Minutes

**Regular Meeting
Northwest Commission
Tuesday, December 14, 2021
6:30 P.M.**

Commissioners Present: Pat Amsbry (joined at 6:33 PM), Julieta Aragon, Ryan Bell, Alfred Carr*, Michael Cullins, Kimberly Douglas, Monique Preyer, Cindy Schnuelle, Allen Shay, Beverly Sims (joined at 6:33 PM)

*Due to technical difficulties, Commissioner Carr exited the meeting at 6:36 PM and rejoined at 6:47 PM.

Commissioners Absent: None

Staff Present: Lola Osborne, Tamer Sabha

1. Call to order

Chair Douglas called the meeting to order at 6:30 PM.

2. Roll call

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

3. Public comments for items not on the agenda

None

4. Approval of minutes

After review, it was moved (Amsbry) and seconded (Schnuelle) to approve the Minutes of the November 9, 2021 regular meeting. (Motion carried)

In Favor: Douglas, Schnuelle, Preyer, Aragon, Cullins, Shay, Amsbry, Bell

Absent: Carr*

*Due to technical difficulties, Commissioner Carr exited the meeting at 6:36 PM and rejoined at 6:47 PM.

5. Update from Pasadena Police Department – Lt. Marcia Taglioretti

Lt. Taglioretti provided an update about the homicide on October 25, 2021 on Summit Avenue, shared an update on the police department's violence reduction effort, and presented the Statistical Report on incidents and traffic collision information for December 2021. Questions from the Commission followed.

6. New business

- **Chair to appoint Commissioners to the Leadership ad hoc committee – Chair Douglas**

Chair Douglas appointed Commissioners Douglas, Schnuelle, Carr, and Bell to the Leadership work plan objective ad hoc committee.

After discussion, it was moved (Carr) and seconded (Schnuelle) to approve establishing an ad hoc committee made up of the leaders of each ad hoc committee group that is currently present (Schnuelle, Bell, Carr, Douglas). (Motion unanimously carried)

In Favor: Douglas, Schnuelle, Carr, Sims, Preyer, Aragon, Cullins, Shay, Amsbry, Bell

- **Discussion regarding Commission question and answer period for presentations – Chair Douglas**

The Commission discussed the length of presentations and the question and answer period in order to make presentations specifically tailored to the Northwest Commission.

7. Old business

- **Review and update of letter to request internal and external presentations to the Commission**

After discussion, it was moved (Schnuelle) and seconded (Carr) to approve the updated letter to Northwest Commission presenters with the discussed changes and presentation length limited to 15 minutes. (Motion unanimously carried)

In Favor: Douglas, Schnuelle, Carr, Sims, Preyer, Aragon, Cullins, Shay, Amsbry, Bell

- **Commission strategic plan updates and discussion**

After discussion, it was moved (Schnuelle) and seconded (Carr) to accept the news article about the My Place Café with the addition of the location website and any information with regards to the Northwest Commission. (Motion unanimously carried)

In Favor: Douglas, Schnuelle, Carr, Sims, Preyer, Aragon, Cullins, Shay, Amsbry, Bell

After discussion, it was moved (Bell) and seconded (Carr) to approve the strategic plan updates as discussed. (Motion unanimously carried)

In Favor: Douglas, Schnuelle, Carr, Sims, Preyer, Aragon, Cullins, Shay, Amsbry, Bell

8. Reports/comments from the Chair

Chair Douglas commented on participating in canvassing for the North Fair Oaks Empowerment Initiative on Saturday, December 4. The purpose of the canvassing was to assist with community surveys to support a Complete Streets redesign of North Fair Oaks Avenue/Washington Boulevard to the City's northern border.

9. Comments from Commissioners

Commissioner Shay acknowledged Staff's (Osborne) 35 year work anniversary with the City of Pasadena.

Commissioner Bell thanked Chair Douglas for including the items discussed at tonight's meeting and keeping the Commission on track.

10. Staff comments

Staff (Osborne) provided the following comments:

- Shared information about the AB 1234 Ethics Training facilitated by the City Attorney's office on Thursday, December 9; and
- Shared information about acting positions in City departments, with Staff (Osborne) currently serving as the acting Director of the Parks, Recreation and Community Services Department.

11. Upcoming meeting agenda items

- Presentation from the Citizen Service Center about issues reported in Northwest Pasadena
- Presentation from the Public Health Department about vaccine equity and the plan COVID-19 booster shot clinics

Chair Douglas requested that Staff (Osborne) draft a letter to the Public Health Department to request a presentation at the January meeting about vaccine equity and the plan for COVID-19 vaccine clinics in the Northwest.

12. Adjournment

It was moved (Schnuelle) and seconded (Bell) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 8:37 PM.

/s/ Kimberly Douglas

Kimberly Douglas, Chair
Northwest Commission

/s/ Tamer Sabha

Tamer Sabha, Recording Secretary
Parks, Recreation and Community Services Department