



**Regular Meeting
Commission on the Status of Women
Wednesday, December 7, 2022
6:00 P.M.**

Members

Charlotte Lacey, Chair, District 7
Vanessa F. Rodriguez, Vice-Chair, District 5
Beverley Morgan-Sandoz, District 1
Lorraine Montgomery, District 2
Maura Harrington Roggero, District 6
Vacant, Mayor
Vacant, District 3
Vacant, District 4
Vacant, At Large

Staff

Kari Bell, Recreation and Community Services Superintendent
Jane Whitmore, 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 jwhitmore@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 jwhitmore@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/83141901538>

OR

Phone: 1 (669) 900-6833 – Webinar ID: 831 4190 1538

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: jwhitmore@cityofpasadena.net. Correspondence will be forwarded to the Commission on the Status of Women prior to the meeting if received at least 30 minutes before the start of the meeting. Any correspondence received later will be forwarded the next business day.

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 jwhitmore@cityofpasadena.net.



Agenda
Regular Meeting
Commission on the Status of Women
Wednesday, December 7, 2022
6:00 P.M.

1. **Call to order**
2. **Roll call**
3. **Public comments for items not on the agenda**
4. **Approval of minutes**
 - November 2, 2022*
5. **New business**
 - None
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 1st of December 2022, 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.



Charlotte Lacey, Chair
Commission on the Status of Women



Jane Whitmore, Recording Secretary
Parks, Recreation and Community Services
Department



Draft Minutes
Regular Meeting
Commission on the Status of Women
Wednesday, November 2, 2022
6:00 P.M.

Commissioners Present: Maura Harrington Roggero, Charlotte Lacey, Beverley Morgan-Sandoz, Lorraine Montgomery, Vanessa Rodriguez (left at 6:30 P.M.)

Commissioners Absent: Valinda Bowens (excused)

Staff Present: Kari Bell and Jane Whitmore

1. Call to order

Chair Lacey called the meeting to order at 6:10 P.M.

2. Roll call

Staff (Whitmore) 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 (Morgan-Sandoz) and seconded (Montgomery) to approve the minutes of the October 5, 2022 regular meeting. (Motion unanimously carried)

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

Absent: Bowens

5. New business

- **Presentation from the City of Pasadena Department of Housing regarding affordable housing opportunities – Anne Lansing (Housing Assistance Officer) and Jim Wong (Senior Project Manager)**

Anne Lansing (Housing Assistance Officer) and Jim Wong (Senior Project Manager) provided information regarding the Section 8 and affordable housing programs in Pasadena. Questions from the Commission followed the presentation.

Public Comment:

Name: Jill Thompson

Subject: Challenges faced by women to qualify for affordable housing.

- **Review a letter of support for the work of the Early Child Development and Early Learning Task Force**

After discussion, it was moved (Montgomery) and seconded (Harrington Roggero) to approve the letter of support for the work of the Early Child Development and Early Learning Task Force. (Motion unanimously carried)

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

6. Old business

- **Review and approval of the completed survey for the Association of California Commissions for Women (ACCW)**

After discussion, it was moved (Morgan-Sandoz) and seconded (Montgomery) to approve the submission of the Association of California Commissions for Women (ACCW) survey on behalf of the Commission with amendments as discussed.

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

- **Commission work plan updates and discussion**

After discussion, it was moved (Harrington Roggero) and seconded (Montgomery) to approve the updates to the Commission on the Status of Women Work Plan and Presentation Calendar for November 2022 as discussed. (Motion unanimously carried)

In Favor: Lacey, Morgan Sandoz, Montgomery, Harrington Roggero
Absent: Rodriguez, Bowens

7. Reports/comments from the Chair

Chair Lacey provided the following comments:

- Informed the Commission of Commissioner Bowens' resignation effective November 2, 2022.
- Advised the Commission that two of the current Commission vacancies are open to anyone living in Pasadena and encouraged the Commissioners to share the information with colleagues, friends and neighbors who might be interested in serving on the Commission.

8. Comments from Commissioners

None

9. Staff Comments

Staff (Bell) provided the following comments:

- The Commission is invited to the following upcoming events
 - o Adaptive Sports Festival, Saturday November 5, 2022, 9:00 A.M – 4:00 P.M. at Brookside Park

- Pasadena Salutes Our Veterans, Friday, November 11, 2022, at 10:30 A.M at City Hall.
- Mejor Salud, Mejor Vida (Better Health, Better Life) Health Fair and Clinic, Saturday, November 19, 2022, 9:00 A.M. – 1:00 P.M. at Villa Parke Community Center.
- Mayor’s Annual Tree Lighting Ceremony, Friday, December 2, 2022, 5:00 – 7:00 P.M. at City Hall.
- Tunes, Toys and Trees Holiday Concert and Tree Lighting on Saturday, December 10, 2022, 4:00 – 7:00 P.M. at La Pintoresca Park.
- The Jackie Robinson and Villa Parke Community Centers will offer free assistance to individuals interested in completing the Section 8 application once the Department of Housing opens the waiting list in 2023.
- At the meeting on October 24, the City Council voted to extend virtual meetings through November 13.

10. Upcoming meeting agenda items

- Presentation from Pasadena 100 regarding environmental issues affecting women – Cynthia Cannady, Chair, Pasadena 100 (Montgomery)

11. Adjournment

It was moved (Morgan-Sandoz) and seconded (Harrington Roggero) to adjourn the regular meeting. The meeting was adjourned at 7:31 P.M.

**City of Pasadena Commission on the Status of Women
Work Plan: 07/06/2022 – 06/07/2023**

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 2022-2023 Ad Hoc Committees:

Ad Hoc Committee re: Objective #1 – Advise City Council

Ad Hoc Committee re: Objective #2 – Promote Survival Guide

Ad Hoc Committee re: Objective #3 – Celebrate Women and Girls

Ad Hoc Committee re: Objective #4 – Outreach, Awareness, and Collaboration with the Pasadena Community

Note: Recommendations referenced throughout the work plan are from the 2021 Report on the Status of Women in Pasadena, available at: www.cityofpasadena.net/commissions/commission-on-the-status-of-women.

Ad Hoc Committee re: Objective #1 – Advise City Council

Commissioners: Morgan-Sandoz (Lead), Montgomery, Rodriguez

Action Items:

- Strengthen the Commission’s link with City Council through appropriate methods including quarterly updates, attending City Council meetings, and/or developing a template that Commissioners can use to provide updates to their Councilmember.
- 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.
- Develop a list of and 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. As appropriate, the Commission will collaborate with other City Commissions addressing similar hot topics.
- Advise City Council of the need to pass an ordinance supporting the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW).
- Request information about the percentage of women who work for the City of Pasadena and their median salary. (Recommendation #3a)
- Advise City Council of the need to determine whether there is an earnings disparity between women and men who work for the City of Pasadena. (Recommendation #3b)
- Advise City Council of the need for further research to better understand the scope and causes of disparities in earnings between women and men who live in Pasadena, which appears to be increasing. (Recommendation #1b)
- Advise City Council of the need for City departments to establish criteria for recognizing women leaders at every level within the departments. (Recommendation #4)
- Advise City Council of the need for a citywide review of the following Human Resources policies, practices, and employment benefits:
 - Family support (e.g., flexible work arrangements, paid family leave, etc.)
 - Criteria for career advancement and promotion. Review of criteria will ensure that women, especially working mothers, will not be economically and professionally disadvantaged by the impact of COVID-19.
 - Employment benefits that provide women and families with life-changing support such as; health care, psychological counseling, career and skill development, childcare, and other support systems. (Recommendations #6a and #6b)

Work Plan Updates:

July 2022:

- Chair Lacey appointed Vice Chair Rodriguez and Commissioners Morgan-Sandoz and Montgomery to the Advise City Council ad hoc committee.

- Commissioners volunteered to attend City Council meetings through December and agreed to discuss attending meetings for the second half of the year at the December meeting.
- The Commission identified the following hot topics that affect women in Pasadena:
 - Affordable Housing (Montgomery)
 - Childcare (Montgomery)
 - Maternal and child health (Morgan-Sandoz)
 - Higher education (Lacey)
 - Environment (Montgomery)
 - Women in business (Lacey)
 - Domestic and family violence (Harrington Roggero)

August 2022:

- No update due to meeting cancellation

September 2022:

- The ad hoc committee met and discussed making an oral presentation to the City Council about the 2021 Report on the Status Women in Pasadena. The Commission suggested that the presenters include the Commissioners that worked on the report along with the consultant from Mt. Saint Mary's. Staff (Bell) will follow up to determine the process and timeline for the City Council presentation and provide the information to the Commission at the October meeting.
- Commissioner Morgan-Sandoz virtually attended the City Council meetings in July. She informed the Commission about two agenda items from the meetings that the Commission may want to follow: 1) Early Child Development and Early Learning Task Force Report and 2) the ordinance to allow affordable housing on religious facility sites.
- Commissioner Morgan-Sandoz proposed that the Commission submit a letter of support for the work of the Early Child Development and Early Learning Task Force. Chair Lacey requested that Commissioner Morgan-Sandoz draft the letter and submit it for review and approval at the next Commission meeting.

October 2022:

- The Commission participated in a Listening Session with Diana Trejo, (Homeless Programs Coordinator, Department of Housing) and Anna Jacobsen, (Consultant, CityWise) as part of the development of the Homelessness Plan for the City of Pasadena.
- The Commission reviewed the hot topics list and identified potential resources for future presentations.
- Commissioner Morgan-Sandoz submitted a draft of the letter of support for the work of the Early Child Development and Early Learning Task Force to staff (Bell) for review.

November 2022:

- Staff (Bell) reported that the Commission has been approved to present the *2021 Report on the Status of Women in Pasadena* to the Legislative Policy Committee. An update will be provided at the December meeting regarding the proposed presentation date.
- The Commission heard a presentation from the Department of Housing regarding the Section 8 and affordable housing programs in Pasadena from Anne Lansing (Housing Assistance Officer) and Jim Wong (Senior Project Manager).
- The Commission discussed the presentation from Pasadena 100 scheduled for the December meeting. Commissioner Montgomery will follow up with the presenter.
- Chair Lacey is scheduled to meet with new District 7 Councilmember Jason Lyons in December to provide an update on the work plan of the Commission.

Status:

Ad Hoc Committee re: Objective #2 – Promote Survival Guide

Commissioners: Bowens, Harrington Roggero

Action Items:

- 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 and request the postcards be funded by the Parks, Recreation and Community Services Department.

Work Plan Updates:

July 2022:

- Chair Lacey appointed Commissioners Harrington Roggero and Bowens to the Promote Survival Guide ad hoc committee.

August 2022:

- No update due to meeting cancellation.

September 2022:

- The ad hoc committee will meet to discuss the action items and provide an update at the October meeting.

October 2022:

- No updates

November 2022:

- No updates

Status:

Ad Hoc Committee re: Objective #3 – Celebrate Women and Girls

Commissioners: Lacey (Lead), Rodriguez, Harrington Roggero

Action Items:

- Celebrate Women’s History Month with community events that engage diverse attendees, including:
 - Organizing Herstory 2023, including requesting in-kind donations from the community and support from the Parks, Recreation and Community Services Department as needed.
 - Requesting the Mayor and City Council issue a proclamation declaring March as Women’s History Month.
 - Encourage more women to run for elected office at the local level by inviting speakers to address the topic during Herstory 2023. (Recommendation #5)
- Collaborate and invite presenters from organizations that serve young women to talk about their needs. Then plan to expand Herstory to include a section for young women. Representatives from the following organizations may be invited to speak to the Commission about the needs of young women: Delta Sigma Theta Sorority, Alpha Kappa Alpha Sorority, YWCA Glendale and Pasadena, Adelante Youth Alliance, and National Charity League Inc., Pasadena Area.

Work Plan Updates:

July 2022:

- Chair Lacey appointed herself, Vice-Chair Rodriguez and Commissioner Harrington Roggero to the Celebrate Women and Girls ad hoc committee.

August 2022:

- No update due to meeting cancellation

September 2022:

- Chair Lacey proposed holding this year’s event at All Saints Church with a tentative date of Wednesday March 8, 2023.
- Chair Lacey asked the Commission for suggestions for the format and topics for the event. The Commission offered the following suggestions:
 - Mini panel or keynote speaker with the topic of women in historically male dominated professions (lawyers, doctors, veterinarians, police, politicians).
 - Offer extra school or volunteer credit for young women/girls to attend.
 - Collaborate with the Delta Sigma Theta organization to assist with including young women/girls in the event, i.e., potential panel speakers and as attendees.
 - Recognize former Commissioners and Commission staff at the event.

- Suggested recognizing retired Interim Police Chief Cheryl Moody at the event. Also suggested as a potential keynote speaker for the event.
- The ad hoc will meet to work out details and submit the event proposal to staff by October.

October 2022:

- The ad hoc committee reported that the HerStory event is scheduled for Wednesday, March 8 at All Saints Church. The event will be in person and the committee submitted the initial event proposal to Staff (Bell) for review and approval.
- The Commission discussed and offered suggestions for potential panelists for the event:
 - Congresswoman Judy Chu, 27th District
 - Pasadena Police Lieutenant, Marcia Taglioretti and Lieutenant, Monica Cueller
 - Dr. Juanita Watts (Kaiser Permanente Hospital - Women's Health Committee)
 - Pasadena Fire Department staff
 - Dr. Lucy Jones (also as a possible panel moderator)
 - Representative from the League of Women Voters
- Commissioner Morgan-Sandoz recommended that the ad hoc committee contact the community partners from the 2022 event for their input on planning the event.

November 2022:

- No updates

Status:

Ad Hoc Committee re: Objective #4 – Outreach, Awareness, and Collaboration with the Pasadena Community

Commissioners: Harrington Roggero (Lead), Morgan-Sandoz

Action Items:

- In April, support the City of Pasadena’s recognition of Denim Day and request the Mayor and City Council to issue a proclamation that acknowledges Sexual Assault Awareness and Prevention Month and Denim Day and their significance.
- 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 Pasadena-Glendale Racial Justice Breakfast, Southern California Women’s Health Conference, and League of Women Voters activities.
- Develop a plan to share/disseminate the 2021 Report on the Status of Women in Pasadena with identified stakeholders and partners.
 - The plan should encourage stakeholders and partners to use the data from the report, and identify additional available data sources and strategies, to meet any needs identified by the data.
- Find ways to support policies in the local business community that ensure equitable access to women in hiring and promotional opportunities, especially in management and engineering. (*Recommendation #1a*)

Work Plan Updates:

July 2022:

- Chair Lacey appointed Commissioners Harrington Roggero, Lindoerfer and Morgan-Sandoz to the Outreach, Awareness and Collaboration ad hoc committee

August 2022:

- No update due to meeting cancellation.

September 2022:

- The ad hoc committee requested that the Commission discuss the following Action Item at the Commission meeting on October 5 to provide more direction for the ad hoc committee: *Find ways to support policies in the local business community that ensure equitable access to women in hiring and promotional opportunities, especially in management and engineering.*
- Chair Lacey announced that the Pasadena Chamber of Commerce will be hosting a Business and Economic Summit on October 13 at the University Club that will include information about equitable access in the local business community. More information can be found on the Chamber of Commerce website.

- The ad hoc committee will follow up to confirm if there is a fee for the Commission to table at the YWCA Racial Justice Breakfast on October 11 and provide the information at the next Commission meeting.

October 2022:

- Staff (Bell) reported the request to present to the City Council regarding the *2021 Report on the Status of Women in Pasadena* has been submitted to the City Clerk. An update will be provided at the November meeting.
- The Commission discussed the action items for the objective and recommended that the ad hoc committee contact a local Human Resource Association about a presentation regarding the issue of equitable access for women in hiring and promotional opportunities.

November 2022:

- Commissioner Harrington Roggero attended the YWCA Racial Justice Breakfast on October 11 and commented that the event was well attended. She also reported that she confirmed the availability of the Mt. St. Mary's University staff to assist with the presentation of the *2021 Report on the Status of Women in Pasadena* when scheduled.
- Staff (Bell) reported that the Commission has been approved to present the *2021 Report on the Status of Women in Pasadena* to the Legislative Policy Committee. An update will be provided at the December meeting regarding the proposed presentation date.

Status:

Commissioner Sign-Up To Observe City Council Meetings

July 2022:

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

August 2022:

1st – Rodriguez
8th – Rodriguez
15th – Rodriguez
22nd – Cancelled
29th – Cancelled

September 2022:

5th – Cancelled
12th – Lacey
19th – Lacey
26th – Cancelled

October 2022:

3rd – Bowens
10th – Cancelled
17th – Bowens
24th – Bowens
31st – Cancelled

November 2022:

7th – Cancelled
14th – Montgomery
21st – Montgomery
28th – Cancelled

December 2022:

5th – Lacey
12th – Lacey
19th – Cancelled
26th – Cancelled

January 2023:

2nd – Cancelled
9th – Harrington Roggero
16th – Cancelled
23rd – Harrington Roggero
30th – Harrington Roggero

February 2023:

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

March 2023:

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

April 2023:

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

May 2023:

1st – TBD
8th – TBD
15th – TBD
22nd – TBD
29th – TBD

June 2023:

5th – TBD
12th – TBD
19th – TBD
26th – TBD

Commission on the Status of Women Presentation Calendar FY 2022-2023

To be scheduled:

- The Hidden Epidemic: Human Trafficking and its impact on Women – Theresa Flores (Founder, Save Our Adolescents from Prostitution)
- Pasadena 100 regarding environment issues affecting women – Cynthia Cannady, Chair, Pasadena 100 (Montgomery)

July 2022:

- Presentation regarding the Convention on the Elimination of all forms of Discrimination Against Women (CEDAW) - Nancy Bremeau (ACCW Board Secretary)

August 2022:

- Meeting cancelled

September 2022

- Presentation from the Pasadena Police Department about the impact of community policing on women – Acting Commander Marcia Taglioretti, Public Information Officer and Lieutenant Monica Cuellar

October 2022

- City of Pasadena Homelessness Plan Listening Session – Diana Trejo, (Homeless Programs Coordinator, Department of Housing) and Anna Jacobsen (Consultant, CityWise)

November 2022

- Presentation from the City of Pasadena Department of Housing - Anne Lansing (Housing Assistance Officer) and Jim Wong (Senior Project Manager)

December 2022

- None

January 2023

- (Tentative) Pasadena Public Health regarding maternal and child health (Staff – Bell)

February 2023

- TBD

March 2023

- TBD

April 2023

- TBD

May 2023

- TBD

June 2023 - Annual Meeting

(updated November 2, 2022)