

**CITY OF SAN GABRIEL**  
**HUMAN EQUITY, ACCESS, AND RELATIONS (HEAR) COMMISSION**  
**REGULAR MEETING AGENDA**

**Tuesday, March 28, 2023- 6:30 P.M.**

**City Hall Council Chamber**  
**425 South Mission Drive**  
**San Gabriel, California 91776**

Chasity Jennings-Nuñez  
Chair

Viki Goto  
Vice Chair

Michelle Brenhaug  
Commissioner

Cathie Chavez-Morris  
Commissioner

Eric Chen  
Commissioner

Jorge Herrera  
Commissioner

Riaz (Rick) Khan  
Commissioner

Mark Lazzaretto  
City Manager

Keith Lemieux  
City Attorney

Julie Nguyen  
City Clerk

Kevin B. Sawkins  
City Treasurer



In addition to providing public comment in person at the meeting, the following opportunity has been established:

**Public Comments**

Please email all public comments to [HEARCommission@sgch.org](mailto:HEARCommission@sgch.org) and include the following on the subject line of your email: the section (Public Comment, New Business, Staff Items) and Item Number you are commenting on. Staff will read public comments into the record for up to the three-minute limit. Words that would disrupt the meeting, including profanity, obscenity, and discriminatory language, will not be read. All public comments shall be emailed by 5:00 P.M. on meeting day.

**Watch the Meeting Online**

Live broadcasts of the meetings are available using the following link:

<https://www.youtube.com/CityofSanGabriel>

Spectrum cable: Live streaming on Channel 3, Public Access Channel.

**HUMAN EQUITY, ACCESS AND RELATIONS COMMISSION AGENDA**  
**Regular Meeting Agenda**  
**Tuesday, March 28, 2023**

**Purpose of the Commission:** The purpose of the HEAR Commission is to advance and advocate for equity, access, diversity, social justice, safety, mutual appreciation, increased cultural competency, positive inter-group relations and respect for all members of the San Gabriel community (the "Purpose").

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE LED BY:** Commissioner Herrera
- **ROLL CALL:** Chair Jennings-Nuñez, Vice Chair Goto, Commissioner Chavez-Morris, Commissioner Brenhaug, Commissioner Chen, Commissioner Herrera and Commissioner Khan

**1. APPROVAL OF AGENDA ORDER**

**2. PUBLIC COMMENT**

**3. ACTION ITEMS**

**A. APPROVAL OF MINUTES**

The minutes are a record of the official actions taken at the HEAR Commission meeting.

1. Minutes of the HEAR Commission Regular Meeting on February 28, 2023.

Recommended Action: Approval.

**4. DISCUSSION ITEMS**

**A. RECOGNITION OF WOMAN OF IMPACT AWARD FOR COMMUNITY SERVICES  
DR. CHASITY JENNINGS-NUNEZ**

Vice Chair Goto to present Chair Jennings-Nunez with a certificate of recognition for the San Gabriel City Council for her reception of the AD49 Women of Impact-Community Service Award.

Recommended Action:

Staff recommends that the HEAR Commission receive and file this discussion item.

## **B. GUEST SPEAKER- LA COUNTY COMMISSION ON HUMAN RELATIONS**

The LA County Commission on Human Relations will present numbers specific to the San Gabriel area. The organization distributes the LA County Hate Crime Report annually so that they can track trends and develop potential solutions.

### Recommended Action:

Staff recommends that the HEAR Commission receive and file this discussion item.

## **C. COMMISSION REORGANIZATION**

As part of the annual Commission reorganization process the Commission will select the new Chair and Vice-Chair for the HEAR Commission. Staff will present the options available to the Commissioners before a vote is taken.

### Recommended Action:

Staff recommends that the HEAR Commission select a Chair and Vice Chair for the Commission.

## **D. DISCUSSION OF EQUITY VS EQUALITY**

Vice Chair Goto will present the differences between equity and equality.

### Recommended Action:

Staff recommends that the HEAR Commission receive and file this discussion item.

## **E. FINALIZE AND APPROVE 2023 ANNUAL WORKPLAN**

Commission members to develop a 2023 Annual Workplan to guide the commission's work throughout 2023.

### Recommended Action:

Staff recommends that the HEAR Commission finalize and approve the 2023 annual workplan.

## **F. 2023 MENTAL WELLNESS EXPO PLANNING**

Commission members to continue planning the 2023 Mental Wellness Expo, scheduled for Sunday, October 1, 2023.

### Recommended Action:

Staff recommends that the HEAR Commission continue working on the 2023 Mental Wellness Expo.

## 5. COMMISSION REPORTS

Each Commissioner may address the HEAR Commission and public on matters of general information and/or concern. This is also the time for Commissioners to report on conferences and/or meetings they have attended.

## 6. STAFF COMMENTS

Staff members have the opportunity to address the Commission and public on matters of general information and/or concern.

## 7. ADJOURNMENT

The next regular HEAR Commission meeting will be held on Tuesday, April 25, 2023, at 6:30 P.M. Information regarding matters to be considered at each meeting will be available on the Friday before the HEAR Commission Meeting on the City's website at [www.sangabrielcity.com](http://www.sangabrielcity.com).

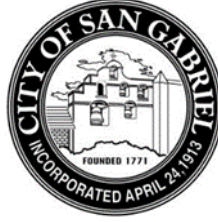
**Materials Available for Inspection.** You may view agenda items online at [www.sangabrielcity.com/agendacenter](http://www.sangabrielcity.com/agendacenter). Materials related to an item on this Agenda, submitted to the HEAR Commission after distribution of the Agenda packet, will be posted on the City website.

**Persons with Disabilities.** Upon request, this Agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990.

**Persons requesting a Translator.** Any person requesting translation for the meeting must notify the City Clerk's Department at [cityclerk@sgch.org](mailto:cityclerk@sgch.org) at least 48 hours before the meeting.

**Questions about this Agenda?** Should any person have a question concerning any of the above Agenda items prior to the meeting, please contact the City Clerk at [cityclerk@sgch.org](mailto:cityclerk@sgch.org) during regular office hours.

*Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such a request to the City Clerk Department by emailing [cityclerk@sgch.org](mailto:cityclerk@sgch.org) at least 48 hours before the meeting, if possible.*



**MINUTES OF TUESDAY, FEBRUARY 28, 2023  
MEETING OF THE SAN GABRIEL  
HUMAN EQUITY, ACCESS, AND RELATIONS (HEAR) COMMISSION**

**CALL TO ORDER**

Chair Jennings-Nuñez called the regular meeting of the HEAR Commission to order at 6:38 p.m. on Tuesday, February 28, 2023, in the Council Chamber at City Hall, 425 South Mission Drive, San Gabriel, California, 91776.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Commissioner Brenhaug.

**ROLL CALL**

**Commissioners Present:** Michelle Brenhaug, Cathie Chavez-Morris, Eric Chen, Viki Goto, Jorge Herrera, Chasity Jennings-Nuñez and Riaz (Rick) Khan

**Commissioners Absent:** None

**ANNOUNCEMENTS**

Matthew Morales-Stevens, Community Services Manager, provided information for the public on how to submit comments, and how to request meeting agendas. If you wish to address the HEAR Commission, e-mail all public comments to [HEARCommission@sgch.org](mailto:HEARCommission@sgch.org).

**1. APPROVAL OF AGENDA ORDER**

A motion was made by Vice Chair Goto and seconded by Commissioner Chen to remove agenda item 4D.

Motion approved as presented by a vote of 7-0-0 as follows:

Ayes: Brenhaug, Chavez-Morris, Chen, Goto, Herrera, Jennings-Nuñez, Khan

Nays: None

Abstain: None

## **2. PUBLIC COMMENT**

Andrew, longtime resident, commented on a Facebook post that was posted by Interim Chief Nakamura offering condolences to the family of Tyre Nichols. He stated that a member of the HEAR Commission left a reply that he believed to be disrespectful to the Chief and police officers.

Jackie Borja requested that all the commissions be included in the Recreation Guide calendar page. Additionally, she noted that one of the QR codes for public comment did not work. She wanted to commend Chair Jennings-Nuñez for organizing a fun-filled art exhibit in honor and memory of her father, and in celebration of Black History Month at Blossom Market Hall.

## **3. ACTION ITEMS**

### **A. APPROVAL OF MINUTES**

A motion was made by Commissioner Herrera and seconded by Commissioner Khan to approve the minutes of the HEAR Commission Regular Meeting for January 24, 2023.

Motion approved as presented by a vote of 5-0-2 as follows:

Ayes: Brenhaug, Goto, Herrera, Jennings-Nuñez, Khan

Nays: None

Abstain: Chavez-Morris, Chen

## **4. DISCUSSION ITEMS**

### **A. DISCUSSION OF APPROVED 2022 ANNUAL WORKPLAN**

Chair Jennings-Nuñez presented the item.

The Commission discussed the Youth Ambassador program's timeline, requirements, and deadlines. The deadline for submissions would be April 1<sup>st</sup>, however, there will be an extension if the minimum of 4 applicants is not met. A special meeting will be held before the April commission meeting for interviews.

Public Comment: None

**B. 2023 MENTAL WELLNESS EXPO PLANNING**

Commissioner Brenhaug presented the item.

The Commission would like to allocate funds for translation equipment to use at the workshops. They are requesting a budget of \$2,000 for the event and hope to receive additional sponsorships.

The Commission will divvy up responsibilities as follows:

- Marketing & Elected Officials Lead (Commissioner Chavez-Morris)
- Raffle Lead (Commissioner Herrera)
- Outreach Lead (Commissioner Chen)
- Activity Lead (Commission Brenhaug)
- Workshop Lead (Vice Chair Goto)
- Exhibitor Lead (Commission Khan)
- Volunteer Lead (Chair Jennings-Nuñez)

Public Comment: None

**C. 2023 FINALIZE AND APPROVE 2023 ANNUAL WORKPLAN**

Chair Jennings-Nuñez presented the item.

The Commission would like to organize a Safe Space campaign during PRIDE month (June) this year instead of a job fair.

Commissioners discussed offering translations for meetings so that more members of the community can be informed.

Data collection from the police department will be added under internal partnerships on the workplan.

The Commission discussed adding a workshop for seniors regarding spam prevention.

The Commission is interested in inviting speakers regarding environmental health, climate change and LGBTQIA+.

City Manager Lazzaretto provided information regarding the recruitment process for Chief of Police. The Commission asked if the public would have the opportunity to ask questions. Commissioners also inquired if there would be language regarding experience working with a diverse community.

Commission would like to push the accessible playground item to the Community Services Commission.

The Commission will have to put a hold on organizing an event for United Against the Hate to focus on other items.

## **5. COMMISSION REPORTS**

Vice Chair Goto announced there will be a joint meeting on March 2<sup>nd</sup> with City Council and Planning Commission regarding affordable housing. She also congratulated Chair Jennings-Nuñez on her art exhibit. She wanted to recommend a PBS documentary series, *Fight the Power: How Hip Hop Changed the World*. Vice Chair Goto shared information regarding the Michelson Spark Grants for Digital Equity.

Commissioner Khan attended a health fair in Pomona, he would like to add something similar in the future.

Commissioner Herrera attended Chair Jennings-Nuñez's art exhibit and the San Gabriel Lunar New Year Celebration. He also participated in a speech and debate competition in Montebello in support of Gabrielino High School students. Commissioner Herrera shared that he held his 2<sup>nd</sup> community clean up in south San Gabriel, he thanked Manager Morales-Stevens for the use of equipment.

Commissioner Chavez-Morris announced that March is Women's History Month. She invited residents to attend an event, Women's Career & Wellness Expo hosted by her employer, Los Angeles Department of Water & Power, on March 11.

Commissioner Chen is thankful to be a part of the commission.

Commissioner Brenhaug welcomed new commissioners Chen and Chavez-Morris.

Chair Jennings-Nuñez thanks everyone who made it to her event and announced that she received the Proclamation from the City for Black History Month.

## **6. STAFF COMMENTS**

Manager Morales-Stevens stated that the commission reorganization will be held at the next commission meeting.

## **7. ADJOURNMENT**

Chair Jennings-Nuñez adjourned the meeting at 8:48 p.m.

Next regular meeting is scheduled in person for Tuesday, March 28, 2023 at 6:30 p.m.



Respectfully submitted:

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Adrienne Franquez, Administrative Assistant II

Approved this 28 day of March 2023:

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Chasity Jennings-Nuñez, Commission Chair

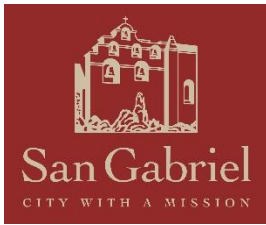
City of San Gabriel Human Relations Equity and Access (HEAR) Commission  
Youth Ambassador 2023-2024 Application

The purpose of the HEAR Commission is to advance and advocate for equity, access, diversity, social justice, safety, mutual appreciation, increased cultural competency, positive inter-group relations and respect for all members of the San Gabriel community.

The San Gabriel HEAR Commission Youth Ambassadors will:

- Work directly with the San Gabriel HEAR Commissioners serving as youth ambassadors and gaining hands-on community level work experience.
- Develop leadership skills through monthly HEAR Commission meetings focused on strengthening youth voice on issues related to human equity, access and relations.
- Learn about various equity and access issues impacting San Gabriel city residents and on how the HEAR commission and the various departments within the City of San Gabriel work to address them.
- Advise and make appropriate recommendations regarding issues of special interest to youth within the City of San Gabriel and help guide the work of the HEAR commission and city departments.

<p style="text-align: center;"><b>Eligibility</b></p> <ul style="list-style-type: none"><li>• Must be 16-19 years old and live in the City of San Gabriel or the unincorporated area of LA County with a San Gabriel home address.</li><li>• Minimum 1-year commitment</li><li>• Have transportation to meetings and events</li><li>• Youth Ambassadors must not be paid employees of the city.</li></ul> <p style="text-align: center;"><b>Selection Process</b></p> <ul style="list-style-type: none"><li>• After review of the completed application, you may be invited to participate in an online or in-person interview. Only timely filed and complete application will be reviewed and considered for an interview.</li><li>• You will be notified about your interview date and time by email. The expected start is Spring 2023.</li></ul>	<p style="text-align: center;"><b>Attendance Policy</b></p> <ul style="list-style-type: none"><li>• Meetings are held the fourth Tuesday of every month at 6:30 pm.</li><li>• Ambassadors must attend at least 80% of the scheduled meetings and participate in additional service opportunities provided.</li><li>• Meetings will be held virtually until further notice.</li></ul> <p style="text-align: center;"><b>Program Expectations</b></p> <ul style="list-style-type: none"><li>• Attend monthly HEAR commission meetings online or in person (when safe and appropriate)</li><li>• Participate in trainings and community events</li><li>• Be open minded and willing to work with others</li><li>• Communicate and collaborate with youth peers and HEAR Commissioners</li><li>• Present ideas and provide input on HEAR discussions</li></ul>
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## HEAR Commission Youth Ambassador Application

**Submission Deadline: April 17, 2023 by 4pm**

**Personal Data:**

Name: (First, Middle, Last) : \_\_\_\_\_

Name you prefer to go by: \_\_\_\_\_ Age: \_\_\_\_\_

(Optional) Race/Ethnicity: \_\_\_\_\_ (Optional)Pronouns: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Email: \_\_\_\_\_

School Name (If any) \_\_\_\_\_ Grade Level or Year in College: \_\_\_\_\_

How did you hear about the HEAR Commission Youth Ambassador position:

\_\_\_\_\_

**Education, Training and Experience:**

1. Why do you want to serve as a Youth Ambassador for the City of San Gabriel HEAR Commission?

2. What experience do you have with supporting or advocating issues that affect youth?  
What are your community experiences?

3. What does a good leader look like to you and how would you describe your own leadership qualities? (Leadership experience can be in school, in the classroom, outside of school, family responsibilities, work, etc.)

4. What activities or responsibilities have you been involved with at school and/or outside of school? Please list clubs, roles, extracurricular activities, volunteering, work or religious activities.

5. What do you hope to accomplish as a Youth Ambassador?

6. What are the issues that are affecting youth in San Gabriel and how should they be addressed?

7. What else would you like us to know that was not reflected in the answers above?

8. **OPTIONAL:** Do you have additional documents you would like to include as part of your application? You may submit a resume, cover letter, "brag sheet", references, certificates/ recognition, videos, artwork, or other examples of your work. Please send your documents and application in ONE email to mmoralesstevens@sgch.org.

- Yes
- No

**Electronic Equipment**

We want to know if you may need support with technical equipment. Your responses will NOT affect your candidacy. Please check off all that apply about your access to electronic equipment and devices:

- I have consistent and reliable access to a computer desktop or laptop.
- I have consistent and reliable access to Wi-Fi or internet connection.
- I have consistent and reliable access to my phone for emails, text messages, and phone calls.



**Phone:** 626.308.2875

**Fax:** 626.458.2830

**Office:** 250 South Mission Drive, San Gabriel, California

**Web:** [SangabrielCity.com](http://SangabrielCity.com)

March 28, 2023

Dear Community Leader,

The City of San Gabriel's Human Equity, Access and Relations (HEAR) Commission is hosting the San Gabriel Mental Wellness Expo on October 1, 2023 from 12:00pm-3:00pm at the Grapevine Arbor. The event will consist of informational booths, demonstrations, giveaways, breakout sessions, and resources.

The purpose of the HEAR Commission is to advance and advocate for equity, access, diversity, social justice, safety, mutual appreciation, increased cultural competency, positive inter-group relations and respect for all members of the San Gabriel community. Collectively, the commission determined the need for additional resources and programs specifically geared toward mental health.

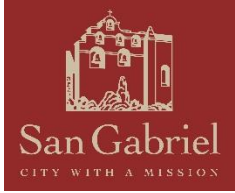
In support of the event we are calling on local community organizations to take part by hosting a community booth. The City will provide an 8' table, 2 chairs and a canopy. We ask that you provide information on what resources or programs your organization has to offer and encourage you to have giveaways and/ or an interactive component to engage the participants.

If you are interested in participating in this event, please complete the attached application and return it via mail or email at your earliest convenience in order to reserve your space. If you have any questions or concerns, please feel free to contact me at [mmoralesstevens@sgch.org](mailto:mmoralesstevens@sgch.org) or 626-308-2875.

Thank you in advance for your support.

Sincerely,

Matthew Morales-Stevens  
Community Services Manager  
HEAR Commission Staff Liaison



**San Gabriel Mental Wellness Expo  
Sunday, October 1, 2023  
Community Group Booth Request Form**

Community Group Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**In an effort to reduce duplication of activities please include your plans for promotional giveaways or activities. Examples of engagement activities include: gratitude journaling, coloring, puzzles, feelings chart, worry free (write notes to alleviate worrying), potting/ planting seeds.**

Engagement Activity/ Giveaway:

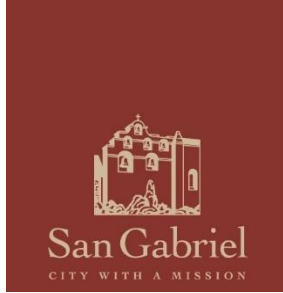
Services your organization provides for residents of San Gabriel:

Special accommodations or requests for booth:

Please ensure your area is set up by 11:45am. Each community group will be assigned a space which includes one 8' table, 2 chairs, and canopy at each booth. **Electricity is limited and may not be available.**

Please return to: Matthew Morales-Stevens  
San Gabriel Community Services Department  
250 S. Mission Drive  
San Gabriel, CA 91776  
626-308-2875  
[mmoralesstevens@sgch.org](mailto:mmoralesstevens@sgch.org)

**Please keep in mind that space is limited, therefore booths will be assigned on a first come first served basis.**



**Phone:** 626.308.2875

**Fax:** 626.458.2830

**Office:** 250 South Mission Drive, San Gabriel, California

**Web:** [SangabrielCity.com](http://SangabrielCity.com)

March 28, 2023

To Whom It May Concern,

The City of San Gabriel's Human Equity, Access and Relations (HEAR) Commission is hosting the San Gabriel Mental Wellness Expo on October 1, 2023 from 12:00pm-3:00pm at the Grapevine Arbor. The event will consist of informational booths, giveaways, demonstrations, breakout sessions, resources and activities for kids and adults.

The purpose of the HEAR Commission is to advance and advocate for equity, access, diversity, social justice, safety, mutual appreciation, increased cultural competency, positive inter-group relations and respect for all members of the San Gabriel community. Collectively, the commission determined the need for additional resources and programs specifically geared toward mental health.

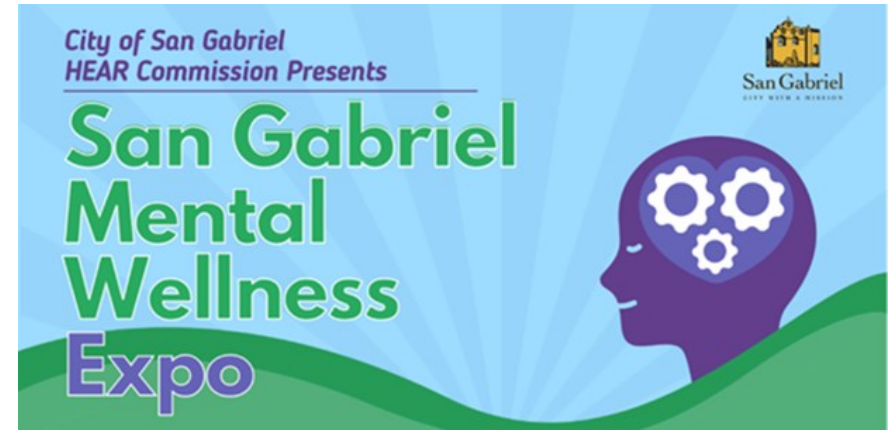
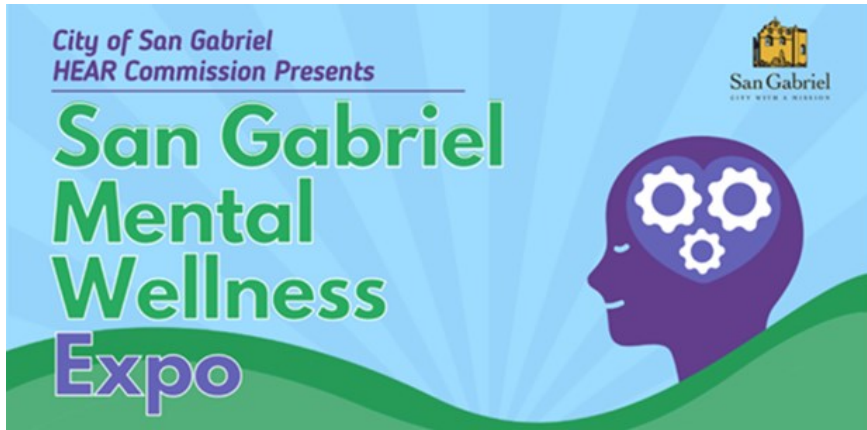
This event is a great opportunity for your business to get involved in our diverse San Gabriel Community. With your in-kind donation the City of San Gabriel can provide an engaging, impactful and enhanced event for our residents. *We look forward to receiving all donations by September 6, 2022.* Please feel free to contact me at 626-308-2875 or [mmoralesstevens@sgch.org](mailto:mmoralesstevens@sgch.org) with questions or for more information.

Thank you for your consideration in donating to the San Gabriel Mental Wellness Expo.

Best regards,

Matthew Morales-Stevens  
Community Services Manager  
HEAR Commission Liaison





**Exhibitor Sticker Card/ Opportunity Drawing Entry Instructions**

1. Collect at least 10 stickers in this section by visiting exhibitor booths, coping and mindfulness skills, and Kids Corner
2. Attendance at a workshop constitutes an additional raffle entry
3. Fill out the information on the front of the card
4. Return the slip at the information table as your entry into the Opportunity Drawing

**Exhibitor Sticker Card/ Opportunity Drawing Entry Instructions**

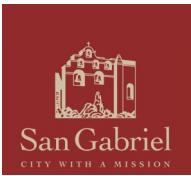
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**Event Timeline**

12:15pm - 12:30pm	Welcome @ Main Stage
12:30pm - 1:15pm	Workshop- Grief, Loss & Resilience
12:30pm - 1:15pm	Sound Bath Session #1 @ Grapevine Lawn
1:15pm - 1:30pm	Aerial Gymnastics Performance @ Grapevine Lawn
1:30pm - 2:00pm	Restorative Yoga Demonstration @ Grapevine Lawn
1:30pm - 2:15pm	Workshop- Positive Parenting: Understanding Anxiety & Depression
2:15pm - 3:00pm	Sound Bath Session #2 @ Grapevine Lawn
2:30pm - 3:15pm	Workshop- Awareness, Treatment, & Recovery from Anxiety
3:15pm - 3:30pm	Aerial Gymnastic Performances @ Grapevine Lawn
3:45pm - 4:00pm	Closing Remarks @ Main Stage

**Event Timeline**

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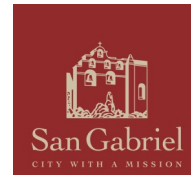


## Exhibitor Sticker Card

California Phones	Asian Youth Center	South Asian Network
Chinatown Service Center	Didi Hirsch Suicide Prevention Center	Pacific Clinics-Asian Pacific Family Center
Foothill Family	San Gabriel MET Team	YWCA of the San Gabriel Valley
The Balloon Council	LA County Department of Mental Health	SGV Special Needs Group
WellCare Health Plan Inc.	New York Life Insurance Co.	Somer Sky Energy Works
LA vs Hate	Coping Skills Activity	Kids Corner

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Email: \_\_\_\_\_



## Exhibitor Sticker Card

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Email: \_\_\_\_\_