

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

Tuesday, November 22, 2022- 6:30 P.M.

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

Chasity Jennings-Nuñez
Chair

Viki Goto
Vice Chair

Jacqueline Borja
Commissioner

Michelle Brenhaug
Commissioner

Susan Fitzsimmons
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 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, November 22, 2022

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 Brenhaug
- **ROLL CALL:** Chair Jennings-Nuñez, Vice Chair Goto, Commissioner Borja, Commissioner Brenhaug, Commissioner Fitzsimmons, 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 October 25, 2022.

Recommended Action: Approval.

4. DISCUSSION ITEMS

A. REVIEW OF THE DRAFT NATIVE AMERICAN HERITAGE MONTH VIDEO

The HEAR Commission in partnership with local tribal leaders developed a video in honor of Native American Heritage month. The video has not been finalized and is pending final review and approval.

Recommended Action:

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

B. DISCUSSION OF APPROVED 2022 ANNUAL WORKPLAN

Commission members to continue working on the approved 2022 Annual Workplan.

Recommended Action:

Staff recommends that the HEAR Commission continue working on the 2022 Annual Workplan.

C. DEVELOPMENT OF 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 identify the items that should be carried over into 2023 then determine new items that should be included in the workplan.

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, January 24, 2022, 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.

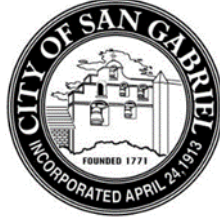
Materials Available for Inspection. You may view agenda items online at www.sangabrielcity.com/agendacenter. Materials related to an item on this Agenda, submitted to the HEAR Commission after distribution of the Agenda packet, will be posted on the City website.

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 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 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 at least 48 hours before the meeting, if possible.



**MINUTES OF TUESDAY, OCTOBER 25, 2022
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 6:33 p.m. on Tuesday, October 25, 2022, 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 Herrera.

ROLL CALL

Commissioners Present: Jacqueline Borja, Michelle Brenhaug, Susan Fitzsimmons, Viki Goto Jorge Herrera and Chasity Jennings-Nuñez

Commissioners Absent: Riaz (Rick) Khan

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.

1. APPROVAL OF AGENDA ORDER

Chair Jennings-Nuñez hearing no objections, the Agenda Order was approved.

2. PUBLIC COMMENT

Andrew Didia would like to see equal representation on the HEAR Commission. He believes there should be more male commissioners.

3. ACTION ITEMS

A. APPROVAL OF MINUTES

Vice Chair Goto requested an addition to the minutes.

A motion was made by Commissioner Brenhaug and seconded by Commissioner Fitzsimmons to approve the updated minutes of the HEAR Commission Regular Meeting for September 27, 2022.

Motion approved as presented by a vote of 6-0-0-1 as follows:

Ayes: Borja, Brenhaug, Fitzsimmons, Goto, Herrera, Jennings-Nuñez

Nays: None

Abstain: None

Absent: Khan

4. DISCUSSION ITEMS

A. GUEST SPEAKER – FOOHILL FAMILY

Chair Jennings-Nuñez introduced the guest speakers, Erin Copeland and Melissa Alaniz from Foothill Family. They provided information on new programs and services such as relative support services, elder abuse treatment and the parents invested in relationship success programs.

The Commission thanked the speakers and asked about their programs. They inquired about individualized coaching and the kinship program. The Commission requested that informational flyers be included in lunch distribution for seniors. They also asked if there was an uptick in cases and if so, what the numbers and causes were. Commissioners would like to partner with Foothill Family for their new year workplan. They also want to see scam prevention seminars provided in San Gabriel.

B. GUEST SPEAKER – ASIAN YOUTH CENTER

Vice-Chair Goto introduced Heidi Lau from the Asian Youth Center. Ms. Lau shared information regarding their agency's new Stop Hate Steering Committee.

The Commission thanked the speaker for all they do in the community. The Commission suggested that seminars be offered in other languages and expressed it would be important to broaden their reach to more groups, such as Latinx and LGBT+. Commissioners asked how the public can find information for AYC'S upcoming events and inquired about the best way to report a hate crime.

Public Comment: None

C. DISCUSSION OF APPROVED 2022 ANNUAL WORKPLAN

Manager Morales-Stevens provided the update.

The Commission discussed the results of the Engagement Survey. The Commission thanked Commissioner Borja and Vice Chair Goto for developing this survey. The Commission has one more incentive item to distribute. Staff were directed to pull the name at random and the winner will be announced at the next meeting. They will look into different, more engaging ways of selecting a winner for future drawings.

For Native American Heritage month, the Commission announced a video will be shown in its entirety at the November meeting.

5. COMMISSION REPORTS

Commissioner Brenhaug will be at the Family Fun Festival with McKinley Elementary School PTA.

Commissioner Fitzsimmons shared it is Pink Patch Month and encouraged people to get mammograms. She also wanted to recognize Hispanic Heritage Month. Commissioner Fitzsimmons commended the Community Engagement Team for assisting a resident in need. She encouraged everyone to go out and vote since elections are approaching.

Vice Chair Goto attended the community benefit advisory quarterly meeting with the City of Hope. She will be sharing findings on mental health once the report is finalized and published. She shared the Health Consortium of the greater San Gabriel will host a virtual conference discussing behavioral health on December 8th. Vice Chair Goto recommended an L.A. Times & Pen America virtual event, Reading Between the Lines, on November 3rd, it will be addressing race, equity, cultural diversity, and publishing today. She also wanted to highlight Anna May Wong becoming the first Asian American to be featured on U.S currency.

Commissioner Herrera invited the community to watch Grammy award winning mariachi, Los Camperos at the Mission Playhouse on November 5th.

Chair Jennings-Nuñez invited the community to participate in the city's Dia de los Muertos Celebration. She announced that October also recognizes Filipino American and Italian American cultural heritages as well as Domestic Violence Awareness Month and Breast Cancer Wellness Month. She also advised there could

be a peak in COVID cases this winter and suggested getting your boosters and taking the proper precautions. She reminded the public about upcoming elections.

6. STAFF COMMENTS

Manager Morales-Stevens provided staff comments.

7. ADJOURNMENT

Chair Jennings-Nuñez adjourned the meeting at 8:10 p.m.

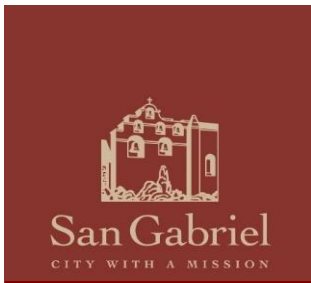
Next regular meeting is scheduled in person for Tuesday, November 22, 2022 at 6:30 p.m.

Respectfully submitted:

Adrienne Franquez, Administrative Assistant II

Approved this 22 day of November 2022:

Chasity Jennings-Nuñez, Commission Chair



City of San Gabriel
MEMORANDUM

DATE: May 24, 2022
 TO: HEAR Commission
 FROM: Matthew Morales-Stevens, Recreation Supervisor
 SUBJECT: **HEAR Commission Action Plan 2022**

SUMMARY

Below is the updated Workplan Action Plan for the HEAR Commission to review and discuss. This will continue to help guide the commission as they work to complete the tasks on the Annual Workplan.

TASKS	COMMISSIONER(S)
<p>1. Equity Training and Inequities in City Policies <i>(Meets the Goals and Purpose of the Commission for Equity)</i></p> <ul style="list-style-type: none"> a. Recommend that all city staff members be required to participate in implicit bias training. <ul style="list-style-type: none"> i. The HEAR Commission is available to assist with the development of this training requirement. 	<ul style="list-style-type: none"> • Lead: Chair Jennings-Nuñez • Commissioner Brenhaug • Commissioner Khan
<p>2. Community Engagement <i>(Meets the Goals and Purpose of the Commission for Diversity, Mutual Appreciation and Increased Cultural Competency)</i></p> <ul style="list-style-type: none"> a. Develop and implement programs and events, possibly in partnership with the Community Services Commission and Department, that engage and educate the community to promote the goals of the HEAR Commission <ul style="list-style-type: none"> i. Examples include: a culturally-diverse movie night, an event to celebrate Native American Heritage Month, a mental health forum/ panel discussion including the San Gabriel Mental Evaluation Team, and development of a social services fair with a concentration on mental health 	<ul style="list-style-type: none"> • All Commissioners will play a role in developing this item • Lead for Mental Health Forum: Brenhaug; additional commissioners to assist: Khan and Borja

<ul style="list-style-type: none"> b. Ensure the City continues to recognize Native American Heritage Month and Black History Month, at minimum by proclamation with the hopes of expansion c. Guest speaker(s)/ educational program(s) - during the regular Commission meetings (one per month)- which relate to the scope of the Commission <ul style="list-style-type: none"> i. Examples include: Bystander Training, anti-bias training, cultural diversity, mental health awareness, low income housing, homelessness and other relevant topics d. Develop and implement programs and activities that make sustainable practices accessible to everyone to reduce impacts of climate change on low and moderate income communities e. Develop a job fair 	
<p>3. Youth Engagement <i>(Meets the Goals and Purpose of the Commission for Diversity and Access)</i></p> <ul style="list-style-type: none"> a. Collect data about the needs of youth in the community utilizing existing City platforms b. Add two youth liaisons to the current HEAR Commission to enable the youth voice to be heard within the community. Each representative would be chosen through an application process and selected by the Commission c. Promote and/ or develop youth internships opportunities, including but not limited to a Social Media internship 	<ul style="list-style-type: none"> • Lead: Commissioner Borja
<p>4. Community Information <i>(Meets the Goals and Purpose of the Commission for Access)</i></p> <ul style="list-style-type: none"> a. Events page on website- to include events outside of those organized by the City, but which have a community benefit and are consistent with the purpose of the HEAR Commission b. Identify ways in which the City can provide additional social services to the community and determine/ specify what those services would be 	<ul style="list-style-type: none"> • Lead: Commissioner Goto • All Commissioners will play a role in developing this item

<ul style="list-style-type: none"> i. Connect people with resources on a more local level- care coordination ii. Make resources available to economically disadvantaged youth c. Implement a resource page on the City website on various topics relating to the scope of the Commission 	
<p>5. Accessibility <i>(Meets the Goals and Purpose of the Commission for Access)</i></p> <ul style="list-style-type: none"> a. Recommend to City Council that two grants are developed utilizing American Rescue Plan Act (ARPA) funds to assist businesses in making their business more accessible 	<ul style="list-style-type: none"> • Lead: Commissioner Herrera
<p>6. Partnerships <i>(Meets the Goals and Purpose of the Commission for Increased cultural competence and positive inter-group relations)</i></p> <ul style="list-style-type: none"> a. Seek partnerships with various agencies to address the purpose of the Commission <ul style="list-style-type: none"> i. Examples include: <ol style="list-style-type: none"> 1. Partner with local museums and historical sites to develop an exhibit celebrating the cultural diversity located within the community, past and present 2. Partner with local agencies to facilitate the Commission’s programs including the Community Services and Historic Preservation & Cultural Resource Commissions, San Gabriel Police Department and the San Gabriel Unified School District 	<ul style="list-style-type: none"> • Lead: Commissioner Fitzsimmons • Commissioner Khan

<p>7. Data Collection <i>(Meets the Goals and Purpose of the Commission for Equity and Diversity)</i></p> <ul style="list-style-type: none">a. Survey the community through various City marketing channels to determine what barriers to engagement exist. Possible questions include the following:<ul style="list-style-type: none">i. Are there cultural events you want to see implemented? Is what the City is currently offering meeting your cultural standards?ii. Are the activities and services that the City offers meeting the needs of the community?iii. Are there other services that the community feels the City should be offering?iv. How are you discovering information about what events, programs and services the City is offering?v. Do you feel informed about cultural events within the City?b. Gather information and analysis for traffic stops made by the San Gabriel Police Department and calls for suspicious people and vehicles made within the first six months of 2022 and receive the information from the Police Department by August 31, 2022c. Gather information on the demographics of the City employees and Commissions compared to the demographics of the City residentsd. Gather information on the number of people clicking on the translated agendas for the HEAR Commission and the City Council meetings	<ul style="list-style-type: none">• Lead: Commissioner Brenhaug• Commissioner Goto
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