



**MINUTES OF APRIL 4, 2022**  
**REGULAR MEETING OF THE SAN GABRIEL COMMUNITY SERVICES COMMISSION**

**CALL TO ORDER**

Vice Chair Huerta called the regular meeting of the Community Services Commission to order at 6:47 P.M. on Monday, April 4, 2022, with Commissioners and staff participating by teleconference.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Commissioner Cabot.

**ROLL CALL**

**Commissioners Present:** Cheryl Anne Cabot, Catherine Cordero, Theresa Huerta, and Ting Xie.

**Commissioners Absent:** Bronwyn Velazquez

**ANNOUNCEMENTS**

Supervisor Alatorre provided information for the public on how to submit comments, and how to request meeting agendas. If you wish to address the Community Services Commission, email all public comments to [CSCCommission@sgch.org](mailto:CSCCommission@sgch.org).

**1. APPROVAL OF AGENDA ORDER**

The Agenda Order was approved by the Commission.

**2. PUBLIC COMMENT –None**

**3. ACTION ITEMS**

**A. APPROVAL MINUTES**

A motion was made by Commissioner Cabot, seconded by Commissioner Xie to approve the minutes of the Community Services Commission Meeting for March 7, 2022.

*Motion approved as presented by a vote of 4-0-0-1 as follows:*

AYES: HUERTA, CABOT, CORDERO, XIE  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: VELAZQUEZ

#### **4. DISCUSSION ITEMS**

##### **A. COMMUNITY SERVICES AWARD PROGRAM**

Supervisor Alatorre presented this item.

Public Comment: None

##### **B. MEETING LOCATION UPDATE**

Supervisor Alatorre presented this item.

Public Comment: None

A motion was made by Commissioner Xie, seconded by Commissioner Cordero to return to in-person meetings at the City Council Chambers.

*Motion approved as presented by a vote of 4-0-0-1 as follows:*

AYES: HUERTA, CABOT, CORDERO, XIE  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: VELAZQUEZ

##### **C. REVIEW AND DISCUSSION OF COMMUNITY SERVICES COMMISSION MEETING DATES REVISION**

Supervisor Alatorre presented this item.

Public Comment: None

A motion was made by Commissioner Cabot, seconded by Commissioner Xie to approve the extension of the Community Services Commission meeting dates of twelve regular meetings to January through December.

*Motion approved as presented by a vote of 4-0-0-1 as follows:*

AYES: HUERTA, CABOT, CORDERO, XIE  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: VELAZQUEZ

**D. REVIEW AND DISCUSSION OF COMMUNITY SERVICES COMMISSION  
REFOCUS**

Supervisor Alatorre presented this item.

Public Comment: Submitted by Chasity Jennings-Nunez, Chair of the HEAR Commission. She provided insight on the purpose and process of creating a work plan and what is involved. She looks forward to partnering with the Commission on future projects.

The Commission came up with the following purpose statement:

"The purpose of the Community Services Commission is to creatively and inclusively explore ways in which the Community Services Department can enrich quality of life for residents of the City of San Gabriel by providing equitable access to dynamic programs, services and spaces that strengthen community connection and engagement."

A motion was made by Vice-Chair Huerta, seconded by Commissioner Cabot to approve the purpose statement of the Community Services Commission.

*Motion approved as presented by a vote of 4-0-0-1 as follows:*

AYES: HUERTA, CABOT, CORDERO, XIE  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: VELAZQUEZ

A motion was made by Vice-Chair Huerta, seconded by Commissioner Cordero for a five-minute health break.

*Motion approved as presented by a vote of 4-0-0-1 as follows:*

AYES: HUERTA, CABOT, CORDERO, XIE  
NOES: NONE  
ABSTAIN: NONE

ABSENT: VELAZQUEZ

The Commission came up with the following scope:

"The Community Services Commission serves as an advisory body to the Community Services Department and City Council and functions as a liaison between residents and city government. It is the responsibility of the Community Services Commission to advocate on behalf of the San Gabriel community and to ensure that the Community Services Department's programs, services, spaces and events advance the Commission's purpose."

A motion was made by Commissioner Cabot, seconded by Commissioner Cordero to approve the scope of the Community Services Commission.

*Motion approved as presented by a vote of 4-0-0-1 as follows:*

AYES: HUERTA, CABOT, CORDERO, XIE  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: VELAZQUEZ

The workplan will be discussed in the May Commission meeting.

**E. MONTHLY DEPARTMENT REPORT**

Supervisor Alatorre presented this item.

No public comments.

Commissioner Cordero attended the Health & Wellness Fair and commented on all the services that were offered and the organization of the event.

**F. DATES TO REMEMBER**

Supervisor Alatorre presented this item.

No public comments.

**5. COMMISSIONER REPORTS**

- Commissioner Cabot inquired about the pancake races for the Spring Celebration event. She would like to volunteer.

- Commissioner Xie proposed an event that she would like added to the future workplan. She recommends a Moon Festival to be held in September. This event is celebrated throughout Southeast Asia in the autumn.
- Commissioner Cordero attended a scholarship meeting with the Kiwanis Club. She became a friend of the Kiwanis and the committee will review scholarship applications from April – May.

## **6. STAFF COMMENTS**

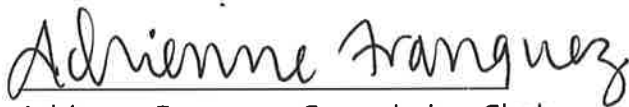
Supervisor Alatorre wanted to acknowledge Amy Cortez, Community Services Coordinator for winning an award for the Art in the Park program from the California Parks and Recreation Society District 13.

## **7. ADJOURNMENT**

Vice Chair Huerta adjourned the meeting at 8:36 p.m.

Next regular meeting held on May 2, 2022 in-person at 6:30 p.m.

Respectfully submitted:



Adrienne Franquez, Commission Clerk

Approved this 2<sup>nd</sup> day of May, 2022:



Theresa Huerta, Commission Vice-Chair