

CITY OF SAN GABRIEL

HUMAN EQUITY, ACCESS, AND RELATIONS (HEAR) COMMISSION

REGULAR MEETING AGENDA

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

MEETING WILL BE HELD VIRTUALLY

Due to recent legislation (Assembly Bill 361), members of the HEAR Commission may teleconference into the meeting.

Chasity Jennings-Nuñez
Chair

Jorge Herrera
Vice-Chair

Jacqueline Borja
Commissioner

Michelle Brenhaug
Commissioner

Susan Fitzsimmons
Commissioner

Viki Goto
Commissioner

Riaz (Rick) Khan
Commissioner

Mark Lazzaretto
City Manager

Keith Lemieux
City Attorney

Julie Nguyen
City Clerk

Kevin B. Sawkins
City Treasurer



Pursuant to State and County Directives, the physical access to the meeting has been suspended. To provide members of the public access to the meeting and an opportunity to comment on items on this Agenda, 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.

Example: PUBLIC COMMENT: New Business Item A

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 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 Fitzsimmons
- **ROLL CALL:** Chair Jennings-Nuñez, Vice-Chair Herrera, Commissioner Borja, Commissioner Brenhaug, Commissioner Fitzsimmons, Commissioner Goto, 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 22, 2022.

Recommended Action: Approval.

4. DISCUSSION ITEMS

A. 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.

B. REVIEW AND DISCUSSION OF APPROVED 2022 ANNUAL WORKPLAN

Commission members to review and begin working on the 2022 Annual Workplan, which was approved by the City Council during the March 15, 2022 City Council meeting. The Workplan items of primary focus include: Item 1- Equity Training, Item 2a- Develop and implement programs and events, Item 2c- Guest Speakers, and Item 2e- Develop a job fair.

Recommended Action:

Staff recommends that the HEAR Commission review and begin working on the 2022 Annual Workplan.

C. LAND ACKNOWLEDGMENT STATEMENT

Land Acknowledgement Statement Advisory Committee members and staff to provide an update on progress made toward the development of a citywide Land Acknowledgement Statement.

Recommended Action:

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

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 26, 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.

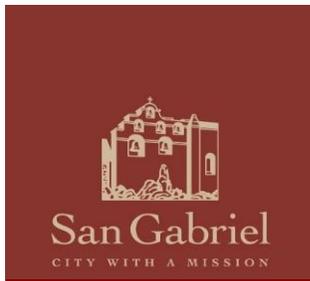
Materials Available for Inspection. You may view agenda items online at www.sangabrielcity.com/agendacenter. Materials related to an item on this Agenda, submitted to the HEAR Commission after distribution of the Agenda packet, will be posted on the City website.

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.



City of San Gabriel

STAFF REPORT

DATE: March 22, 2022

TO: HEAR Commission

FROM: Matthew Morales-Stevens, Recreation Supervisor

SUBJECT: **HEAR Commission 2022 Approved Annual Workplan**

SUMMARY

This is the Annual Workplan developed by the Human Equity, Access and Relations Commission and is intended for the 2022 calendar year. The 2022 Annual Workplan was approved by the City Council during the March 15, 2022 Council meeting.

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.

Scope of the Commission

The HEAR Commission serves as an advisory body to the City Council and reports directly to the City Council to assess and recommend policies, procedures and activities in the City government to advance the Commission's purpose. It is not intended for the HEAR Commission to be a quasi-judicial body, an oversight board, nor a body whose primary function is to receive or investigate individual incidents or complaints. The HEAR Commission may request and obtain information with respect to individual incidents or complaints, but only to the extent necessary to make policy, procedure or activity recommendations to the City Council.

Purpose of the Annual Workplan

The Annual Workplan is intended to guide the work of the HEAR Commission and outline the areas of focus for the remainder of 2022. It includes proposed programs and projects that will be implemented and completed throughout the year, some of which may extend beyond 2022. Some of the items have carried over from the 2021 workplan.

APPROVED 2022 WORKPLAN

The 2022 Workplan sets forth seven priority areas that the HEAR Commission has identified as key areas of interest in furtherance of its purpose. The following list of ideas, programs and activities are not intended to be exhaustive or to limit the action items the Commission can explore.

1. Equity Training and Inequities in City Policies *(Meets the Goals and Purpose of the Commission for Equity)*
 - a. Recommend that all city staff members be required to participate in implicit bias training
 - i. The HEAR Commission is available to assist with the development of this training requirement
2. Community Engagement *(Meets the Goals and Purpose of the Commission for Diversity, Mutual Appreciation and Increased Cultural Competency)*
 - 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
 - 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
 - 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
 - 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
3. Youth Engagement *(Meets the Goals and Purpose of the Commission for Diversity and Access)*
 - 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
4. Community Information *(Meets the Goals and Purpose of the Commission for Access)*
- 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
 - 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
5. Accessibility *(Meets the Goals and Purpose of the Commission for Access)*
- 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
6. Partnerships *(Meets the Goals and Purpose of the Commission for Increased cultural competence and positive inter-group relations)*
- a. Seek partnerships with various agencies to address the purpose of the Commission
 - i. Examples include:
 - 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
7. Data Collection *(Meets the Goals and Purpose of the Commission for Equity and Diversity)*

- a. Survey the community through various City marketing channels to determine what barriers to engagement exist. Possible questions include the following:
 - 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, 2022
- c. Gather information on the demographics of the City employees and Commissions compared to the demographics of the City residents
- d. Gather information on the number of people clicking on the translated agendas for the HEAR Commission and the City Council meetings



**MINUTES OF TUESDAY, FEBRUARY 22, 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 6:36 p.m. on Tuesday, February 22, 2022 with all Commissioners and staff participating by teleconference.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice-Chair Herrera.

ROLL CALL

Commissioners Present: Michelle Brenhaug, Jacqueline Borja, Susan Fitzsimmons, Viki Goto, Jorge Herrera, Chasity Jennings-Nuñez and Riaz (Rick) Khan
Commissioners Absent: None.

ANNOUNCEMENTS

Recreation Supervisor Matthew Morales-Stevens 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 mmoralesstevens@sgch.org.

1. APPROVAL OF AGENDA ORDER

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

2. PUBLIC COMMENT

None

3. ACTION ITEMS

A. APPROVAL OF MINUTES

A motion was made by Commissioner Goto and seconded by Commissioner Borja to approve the minutes of the HEAR Commission Regular Meeting for January 25, 2022.

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

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

Nays: None

Abstain: None

4. DISCUSSION ITEMS

A. INTRODUCTION OF NEW PUBLIC INFORMATION OFFICER, CLARA TSANG

Matthew Morales-Stevens, Recreation Supervisor introduced Clara Tsang. The Commissioners asked questions about her role within the City and how she will be able to reach all areas of the community.

Public Comment: None

B. GUEST SPEAKER – HOP HOPKINS

Commissioner Goto introduced Hop Hopkins, Director of Organizational Transformation with the Sierra Club. Mr. Hopkins provided a presentation about the connection between racial justice and the climate crisis.

The Commission asked clarifying questions and commended Mr. Hopkins and the Sierra Club on their work.

Public Comment: None

C. REVIEW AND APPROVAL 2022 ANNUAL WORKPLAN

Matthew Morales-Stevens, Recreation Supervisor, presented this item. After the Commission discussed the item the following amendments were made:

The Commission proposed the following amendments to the workplan:

- Spell out acronyms for organizations and groups
- Develop a Social Services Fair with a concentration on Mental Health
- Develop a job fair
- Promote and/ or develop youth internships opportunities, including but not limited to a Social Media internship
- Make point under 2D more generic regarding recycling efforts
- Gather information on number of people clicking on translated agendas for HEAR Commission and City Council meetings

A motion was made by Commissioner Borja and seconded by Commissioner Fitzsimmons to approve the amended 2022 Annual Workplan with amendments.

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

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

Nays: None

Abstain: None

D. LAND ACKNOWLEDGMENT STATEMENT

Matthew Morales-Stevens, Recreation Supervisor, provided the update.

He shared that a meeting will be scheduled before the next HEAR Commission meeting.

Public Comment: None

5. COMMISSION REPORTS

Commissioner Brenhaug and Commissioner Goto listened to a webinar hosted by the Los Angeles County Youth Commission centered around youth voice and mental health.

Commissioner Goto wanted to acknowledge that February 19 was the National Day of Remembrance marking the 80th anniversary of the signing of the Executive Order 9066. This order authorized the incarceration of 120,000 persons of Japanese descent in American detention camps during WWII. She recommended National Day of Remembrance, 80 years of Reckoning, a collaborative event hosted by National Park Service, the Smithsonian Institute, National Museum of American History and the Heart Mountain Wyoming Foundation along with 30 organizations around the country. This can be found on the National Park Service YouTube channel. In honor of Black History Month, she recommended a Netflix docuseries, *High on the Hog* which explores the history and influence of African American food.

Commissioner Khan travelled to Montgomery and attended presentations and reenactments of the Civil Rights Movement.

Vice Chair Herrera thanked Commissioner Goto for inviting speakers to the meetings.

Commissioner Borja mentioned the passing of Dr. Paul Farmer, he was the pioneer for healthcare as a human right. He introduced the concept of health community workers.

Chair Jennings-Nuñez suggested following the Sierra Club, and supporting them as they do so much work in climate and racial justice. She also encourages everyone to continue learning about Black History. She attended the Kinsey Collection at the Weisman Art Museum located at Pepperdine University. The Kinsley Family is a prominent African American family in Los Angeles who have an art collection full of African American art, relics from slave trade and slavery. You can also see their art at an exhibit held at So-Fi Stadium.

Public Comment: None

6. STAFF COMMENTS

City Manager, Mark Lazaretto discussed the possibility of in-person meetings.

Public Comment: None

7. ADJOURNMENT

Chair Jennings-Nuñez adjourned the meeting at 8:15 p.m.

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

Respectfully submitted:

Adrienne Franquez, Administrative Assistant II

Approved this ____ day of _____, 2022:

Chasity Jennings-Nuñez, Commission Chair