

Divina Montejano, Commissioner
Elizabeth Ramirez, Commissioner
Gracie Retamoza, Commissioner
Jacqueline Rubio, Commissioner
Mirna Ivette Sanchez, Commissioner



Ariana De La Cruz, Secretary

**CITY OF SOUTH EL MONTE
REGULAR MEETING OF THE
ADVANCEMENT OF WOMEN AND GIRLS' COMMISSION**

AGENDA

April 27, 2023, 6:00 PM
1415 Santa Anita Avenue, South El Monte, CA 91733

PUBLIC COMMENT

To participate during public comment via teleconference, see below:

Link: <https://us02web.zoom.us/j/83072592530>

Webinar ID: 830 7259 2530

Or Call In: 1 669 444 9171, when prompted, 83072592530#

AMERICANS WITH DISABILITIES ACT

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the City Clerk's office at (626) 652-3180 or (626) 652-3121 at least 72 hours prior to the meeting.

GENERAL COMMENT

Members of the public wishing to submit a general comment or a comment on an agenda item, can email adelacruz@soelmonte.org or call (626) 652-3109 to leave a voicemail message. All comments received an hour before the scheduled meeting will be read during public comment and made part of the record.

POSTING LOCATIONS OF AGENDA AND/OR CANCELLATION NOTICES

Regular meeting agendas will be posted at least 72 hours before the meeting (GC 54954(a)(1)).

Agenda and Cancellation Notices can be viewed online and are also posted at the following three (3) locations: City Hall located at 1415 Santa Anita Avenue, Senior Center located at 1556 Central Avenue and the Community Center located at 1530 Central Avenue, South El Monte, California.

VIEWING OF AGENDA PACKETS

Full agenda packet can be viewed either at <https://www.cityofsouthelmonte.org/373/Agendas-Minutes> or in the Community Center during normal business hours Monday through Thursday 7:00 a.m. to 5:30 p.m. Closed on Fridays and major holidays.

ISSUES RELATED TO AGENDA

For issues related to the agenda, including a disability-related accommodation necessary to participate in this meeting, please contact:

Ariana De La Cruz, Secretary
Ph (626) 652-3109

AGENDA BEGINS ON THE FOLLOWING PAGE

1. ROLL CALL

Commissioners: Montejano, Ramirez, Retamoza, Rubio, and Sanchez.

2. PLEDGE OF ALLEGIANCE

Commissioner Montejano

3. PRESENTATIONS – None.

4. APPROVAL OF AGENDA

By motion of the Advancement of Women and Girls' Commission, this is the time to notify the public of any changes to the agenda, remove items from consent calendar for individual consideration and/or rearrange the order of the agenda.

5. PUBLIC COMMENT

Speakers may provide public comments on any matter within the subject matter jurisdiction of the Advancement of Women and Girls' Commission, including items on the agenda. Each speaker may speak up to five minutes. Unless a majority of the Commission objects, the Chair may provide speakers more or less time to speak. All comments or queries shall be addressed to the Commission as a body and not to any specific member thereof. Pursuant to Government Code Section 54954.2(a)(2), the Ralph M. Brown Act, no action or discussion by the Commission shall be undertaken on any item not appearing on the posted agenda, except to briefly provide information, ask for clarification, provide direction to staff, or schedule a matter for a future meeting.

6. CONSENT CALENDAR

Items on the consent calendar are considered to be routine and customary and are enacted by a single motion with the exception of items previously removed by a member of the Advancement of Women and Girls' Commission during "Approval of the Agenda" for individual consideration. Any items removed shall be individually considered immediately after taking action on the Consent Calendar.

6a. APPROVAL OF RESOLUTION NO. 23-01, ESTABLISHING THE MEETING DATES AND TIMES AND RULES OF ORDER

The Advancement of Women and Girls' Commission to establish and adopt meeting dates and times and shall use the "Robert's Rules of Order" as the governing rules of conduct in all matters and proceedings before the Commission.

RECOMMENDED ACTION: Staff recommends the Commission:

1. Adopt Resolution No. 23-01, approve the meeting dates and times and rules of order.

7. GENERAL BUSINESS

7a. SELECTION OF CHAIR AND VICE CHAIR

The Advancement of Women and Girls' Commission will select Chair and Vice Chair for the ten-month term commencing on April 27, 2023, through December 31, 2023.

RECOMMENDED ACTION: Staff recommends the Commission nominate and select a Chair and Vice Chair

7b. ASSESSMENT OF WOMEN AND GIRLS NEEDS IN THE COMMUNITY

The Advancement of Women and Girls' Commission acts in an advisory capacity to the City Council on all matters pertaining to the advancement of women and girls. Prior to the creation of the commission, a committee formed of City employees worked collaboratively in efforts to assess the needs of women and girls in this community.

RECOMMENDED ACTION: Discussion and/or action.

8. COMMISSIONERS REPORTS, INCLUDING AB 1234 REPORTS

AB 1234 requires that commission members must briefly report, orally or in writing, on meetings/events attended at City expense (for example, luncheons, city special events, conferences, etc.) at the Advancement of Women and Girls' Commission meeting following the meeting/event.

9. COMMISSIONERS' AGENDA

9a. COMMISSIONER GRACIE RETAMOZA

1. Consideration of hosting a leadership event.

RECOMMENDATION: Discussion and/or action.

2. Discussion on commission's goals.

RECOMMENDATION: Discussion and/or action.

9b. COMMISSIONER JACQUELINE RUBIO

1. Consideration to publish a notice of the Advancement of Women and Girls Commission meetings on the city's newsletter to inform residents the commission has officially started.

RECOMMENDATION: Discussion and/or action.

2. Consideration to create a committee to bring domestic violence awareness.

RECOMMENDATION: Discussion and/or action.

3. Discussion on roles, responsibilities, and expectations. Networking with our community and communities around us.

RECOMMENDATION: Discussion.

10. ADJOURNMENT

Wednesday, July 19, 2023, at 6:00 p.m.

I Ariana De La Cruz, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted not less than 72 hours at the following locations: City of South El Monte City Hall, Senior Center and Community Center and made available at www.cityofsouthelmonte.org on this 19th day of April 2023.


Ariana De La Cruz, Secretary



Commission Agenda Report

Agenda Item No. 6.a.

DATE: April 27, 2023

TO: Honorable Members of the Advancement of Women and Girls' Commission

From: Ariana De La Cruz, Secretary

Subject: **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 23-01, ESTABLISHING THE MEETING DATES AND TIMES AND RULES OF ORDER**

SUMMARY: The Advancement of Women and Girls' Commission to establish and adopt meeting dates and times and shall use the "Robert's Rules of Order" as the governing rules of conduct in all matters and proceedings before the Commission.

RECOMMENDED ACTION: Staff recommends the Commission:

1. Adopt Resolution No. 23-01, approve the meeting dates and times and rules of order.

FISCAL IMPACT: None.

DISCUSSION:

ATTACHMENT(S):

- A. Resolution No. 23-01, approve the meeting dates and times and rules of order.

ATTACHMENT A

RESOLUTION NO. 23-01

A RESOLUTION OF THE CITY SOUTH EL MONTE'S COMMISSION FOR THE ADVANCEMENT OF WOMEN AND GIRLS' ESTABLISHING THE MEETING TIMES AND RULES OF ORDER

RECITALS

A. The City of South El Monte (the "City") established the Commission for the Advancement of Women and Girls (the "Commission") on January 23, 2023, within the South El Monte Municipal Code ("SEMMC") at Chapter 2.50.050 et seq.

B. As an advisory committee created by legislative act the Commission is subject to California open meeting laws under the Brown Act (Government Code Section 54950 et seq. ("Brown Act.))

C. Pursuant to SEMMC Chapter 2.50.060, the Commission shall adopt the fixed time and locations of meetings.

D. Pursuant to SEMMC Chapter 2.50.070, the Commission shall adopt rules for transaction of business by resolution.

E. The Commission desires set the time and location of its meetings and to adopt bylaws and rules of procedures for the general operation of the Commission.

NOW THEREFORE, THE COMMISSION FOR THE ADVANCEMENT OF WOMEN AND GIRLS HEREBY RESOLVES:

Section 1. Meeting Times.

A. The Commission sets forth that the Commission shall meet no more than quarterly, that is, four times per calendar year. The meetings shall be held at **6:00pm the third Wednesday of January, April, July, and October** in the City Hall located at 1415 Santa Anita Ave, South El Monte, CA 91733 unless otherwise ordered by the Commission. A regular meeting as provided by law or by rule of the Commission of the Advancement of Women and Girls Services or any regularly advertised public hearing before the Commission shall be deemed a regular meeting.

Section 2. Rules of Conduct

A. The Commission of the Advancement of Women and Girls shall use the "Robert's Rules of Order" incorporated by reference herein, as the governing rules of conduct in all matters and proceedings before the Commission.

B. The rules contained in the current edition of "Robert's Rules of Order" Newly Revised shall govern the Commission meetings in all cases to which they are applicable and in which they are not inconsistent with any applicable federal, state and local laws, including but not limited to, the Ralph M. Brown Act. Failure to follow the parliamentary

rules of procedures as prescribed in "Robert's Rules of Order" Newly Revised shall not invalidate any action taken by the Commission.

Section 3. Certification

A. The Commission Secretary shall certify to the passage and adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 27th day of April 2023.

Chair

ATTEST:

Donna G, Schwartz, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Ariana De La Cruz, Secretary for the Commission for the Advancement of Women and Girls do hereby certify that the foregoing Resolution, being Resolution No. 23-01 was passed and approved by the Commission for the Advancement of Women and Girls at a Regular meeting of said Commission held on the 27th day of April 2023, and that said Resolution was adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Ariana De La Cruz, Secretary



Commission Agenda Report

Agenda Item No. 7.a.

DATE: April 27, 2023

TO: Honorable Members of the Advancement of Women and Girls' Commission

From: Ariana De La Cruz, Secretary

Subject: COMMISSION ORGANIZATION - SELECTION OF CHAIR AND VICE CHAIR

SUMMARY: The Advancement of Women and Girls' Commission will nominate and select the Chair and Vice Chair to serve for the ten-month term commencing on April 27, 2023 through December 31, 2023.

RECOMMENDED ACTION: Staff recommends the Commission nominate a Chair and Vice Chair to serve for the ten-month term commencing on April 27, 2023 through December 31, 2023.

FISCAL IMPACT: None.

DISCUSSION: The Advancement of Women and Girls' Commission will nominate and select the Chair and Vice Chair to serve for the ten-month term commencing on April 27, 2023 through December 31, 2023.

ATTACHMENT(S): None.



Commission Agenda Report

Agenda Item No. 7.b.

DATE: April 27, 2023

TO: Honorable Members of the Advancement of Women and Girls' Commission

From: Ariana De La Cruz, Secretary

Subject: ASSESSMENT OF WOMEN AND GIRLS NEEDS IN THIS COMMUNITY

SUMMARY: The Advancement of Women and Girls' Commission acts in an advisory capacity to the City Council on all matters pertaining to the advancement of women and girls.

RECOMMENDED ACTION: Discussion and/or action.

FISCAL IMPACT: Fiscal impact will depend on the activity or event planned by the Commission and approved by City Council.

DISCUSSION: The City of South El Monte began its outreach efforts in April 2022 with the purpose of receiving feedback from women and girls in the community on how the COVID-19 Pandemic impacted them and what resources were needed the most. The purpose of collecting the feedback was to help the city create a commission that would be able to find resources based on the community needs. City staff created and distributed surveys at community events and uploaded the survey on the city's website.

In addition, the city hosted three community events to gather information from the community and share information on the creation of a new commission. The events that were hosted were a "Community Kick-Off" event on April 30, 2022, a "Brunch Discussion" event on July 16, 2022, and a "Self Love" event on February 25, 2023.



The common feedback received from the community include resources such as workshops to influence young girls, housing assistance/affordable housing, volunteer opportunities, leadership programs, mental health support, job resources, and workshop for women.

ATTACHMENT(S): None.