

**Commission on the Status of Women  
Regular Meeting  
MINUTES  
October 8, 2007**

**1. ROLL CALL**

Chair Kerlin called the meeting to order at 6:30 p.m.

PRESENT: Devine, Kerlin, Keyvanian, Koontz, Manasserian, Panlaqui, Sowby, Walker.

ABSENT:

STAFF: Haddad, Varpetian

Ms. Haddad read into the record that the Agenda for the October 8, 2007 meeting was posted on the Bulletin Board outside of City Hall on or before October 5, 2007.

**2. INTRODUCTIONS & PRESENTATIONS**

None

**3. ORAL COMMENT:**

Ava Rose, clinical director of Women Helping Women Services, a division of the National Council of Jewish Women, located in the Fairfax neighborhood. The organization does several community awareness events on different issues that affect women. They provide free clinical services for women in the mid-city area. They also offer an 800 number where anyone can call to get support for domestic abuse. They are recruiting volunteers for this call center starting November 7, 2007. This week there will be a debut screening of CARGO, a film on human trafficking, sponsored by the National Council of Jewish Women.

Barry Allen spoke to the Commission regarding the city employees that made over 100K. Mr. Allen brought to the Commission's attention most of the persons on this list were men, with a very low percentage of women. According to Mr. Allen, the Commission needs to take a serious look at gender equity within the city employees.

**4. CONSENT ITEMS**

A. Approval of the minutes of the Regular Commission Meeting held on September 10, 2007. Manasserian requested that in 5B the date of the Commission's Strategic Plan Meeting be noted as December 2007 not 2008.

Motion to approve the minutes of the regular Commission meeting held on September 10, 2007, as amended.

Motion - Devine  
6-0-0

Second - Manasserian

Chair Kerlin requested that 5B 2 be taken first.

Chair Kerlin called to the podium Margo Botcher of Soroptimist of Glendale. Ms. Botcher presented a check for \$250.00 to the Commission for the screening of CARGO: Innocence Lost. Soroptimist is very proud to be co-sponsoring the film CARGO with the Commission.

Chair Kerlin thanked Ms. Botcher and Soroptimist for their partnership with the Commission, hoping that both groups can share many more events together.

## 5. BUSINESS AGENDA

### 2. CSW Master Calendar of Events

This is the monthly return of the Master Calendar to the CSW. The Commission may, at its discretion, add, delete or revise any dates included in the calendar.

There are several other events for the CSW to consider:

October 20: Flowers Aren't Enough,

October 25: CARGO: Innocence Lost, and

October 27, 07 GPD Open House.

Motion to waive the \$25 ticket fee for Flowers Aren't Enough, and distribute to the community, or to anyone that is interested in attending.

Motion - Devine

Second – Walker

6-0-0

Motion to authorize expenditure of \$200 for refreshments, and that staff use their judgment, if needed, to exceed the amount.

Motion – Devine

Second – Koontz

6-0-0

Motion that the Commission pay to have the producer attend the evening of the event.

Motion – Koontz

Second – Manasserian

6-0-0

Motion to authorize expenditure of \$250 for refreshments for the event of CARGO.

Motion – Koontz

Second – Sowby

6-0-0

Staff informed the Commission that Unity Fest is on October 13, from 11am – 6pm at Verdugo Park, the Commission will have a table at the event.

### A. Action Items

#### 1. Consideration and Discussion of CSW Committee Responsibilities and Assignments

At the June 2004 regular CSW meeting, the CSW had established four working committees to address elements of the strategic plan. Since that time, the CSW has undergone several permutations of its committee structure due to membership changes. Currently two working

committees encompass the strategic goals of the CSW. The two working committees are the Policy, Program and Planning Committee (P3) and the Communication and Resource Development Committee. In November 2007, the CSW eliminated the previous committee structure and adopted structure in which each commissioner adopts lead responsibility for signature events or functions for the CSW. The only standing committee for the CSW is the P3, as it is comprised of the Chair and the Vice Chair (currently no other commission members are appointed to this committee).

The P3 Committee and Staff are seeking direction regarding revisions or changes to the CSW Structure.

Leads:

- Chair Kerlin volunteered for the Jewels of Glendale
- Commissioner Walker volunteered for the Gathering of Sisters
- Commissioner Koontz and Walker volunteered for the P3 Committee
- Commissioner Devine volunteered as lead for the Public Relations projects along with Commissioners Sowby, Manasserian, Panlaqui, and Keyvanian
- Commissioner Koontz volunteered as the lead for the Women Salons
- Chair Kerlin volunteered for Domestic Violence Awareness Month and Sex Assault Awareness Month
- Legislation lead person will be decided at a later time.

No motion

## B. Reports—Information Only

### 1. Program Budget Report

Mr. Barry Allen spoke before the Commission regarding the Program Budget, there is no Program Budget, it is an expense and expenditure sheet. Staff should check with Internal Audit for a proper way to set up proper parameters.

Chair Kerlin suggested that P3 Committee or at the Strategic Planning meeting the Commission discuss the change to the form.

The total balance of the CSW Program Budget (9315) as of September 6, 2007 is \$27,898.07.

A total of \$246.77 was spent on the Money Matter\$ Salon, per the CSW allocation, as follow:

- Smart and Final - \$68.39
- Hot Spot Pizzeria - \$178.38

## 6. COMMISSIONER/STAFF COMMENTS

Devine reminded the audience that it is Breast Cancer month and to do your self-exams once a month. She attended the Maple Park Festival, an excellent program put on by the city. She congratulated the City of Glendale and participants on the Relay for Life success this year. She is unable to attend the upcoming ACCW event on November 2<sup>nd</sup>, in Santa Monica; would someone like to go in her place. Commissioner Sowby volunteered to attend the ACCW event.

Commissioner Koontz also thanked everyone for participating in the Relay for Life.

Commissioner Manasserian also attended the Maple Park Festival, it was an excellent program. She also thanked the Commissioner's for their participation in the Relay for Life event.

Sowby reminded every that they test for Ovarian Cancer along with Breast Cancer.

Walker shared the success of the 5k walk. Thanked the Asst. Superintendent of GUSD Alice Petrossian for her participation. She also attended the GUSD State of the District address. The Filipino American Business is hosting a mixer on October 18<sup>th</sup> at the Sabor Restaurant in Glendale.

Panlaqui and Keyvanian both attended the Maple Park Festival.

Chair Kerlin informed that the November 12<sup>th</sup> meeting will be held on November 19<sup>th</sup>, 2007.

## **7. ADJOURNMENT**

Meeting adjourned at 8:00 p.m.