



Los Angeles County Commission on Human Relations

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MINUTES

HUMAN RELATIONS COMMISSION

Commission Meeting of March 7, 2011

Community and Senior Services (CSS)

3175 W. Sixth Street, Room 304-Teamwork Room

Los Angeles, California 90020

PRESENT:	Rev. Zedar E. Broadous Michael Gi-Hao Cheung Grandmaster Tong Suk Chun Susanne Cumming Adrian Dove	Kathay Feng Lea Ann King William Lambert Eleanor Montañó Sergio Paz
ABSENT:	Donna Bojarsky Vito Cannella	Mario Ceballos Sandra E. Thomas
STAFF:	Cynthia Banks Summer Brown	Elena Halpert-Schilt Grace Löwenberg Robin S. Toma

- 1. Call to Order/Flag Salute and Moment of Silence:** The executive committee meeting was called to order by Commissioner Feng at 12:30 p.m. The flag salute and moment of silence were led by Commissioner Paz. At 12:36, quorum was achieved, and the Commission meeting commenced.
- 2. Approval of Minutes:** It was moved by Commissioner King, and seconded by Commissioner Cumming, to approve the minutes of the February 7, 2011 meeting as amended. The motion carried unanimously.
- 3. Public Comment:** Commissioner King passed out information regarding the upcoming Martin Luther King Jr. Visions of Unity Arts Contest to be held at Torrance Memorial Medical Center on March 28, 2011 and invited all commissioners to attend. Commissioner Feng then acknowledged guest Wendy Gudiel, a Los Angeles Unified School District intern who works within their school operations unit.
- 4. Executive Director's Report:** Executive Director Toma presented the following report:
 - 4.1 Calendar of meetings of Commissions and Committees:** Executive Director Toma informed the Commissioners that Community and Senior Services (CSS) would soon be introducing an automated system called Legistar to prepare and approve agendas for all commission meetings, and that more detailed information regarding this shift will be available at the next meeting. As he passed out program calendars, he also encouraged committee chairs to develop and finalize re-occurring meeting times so that they would be available to the public.

4.2 Re-Entry Summit on February 16th: Executive Director Toma reported on the recent Re-Entry Summit event that was held on February 16, 2011. There were over 500 guests in attendance, as well as other County officials and leaders from throughout the county, brought together to discuss the implementation of the Re-entry Blueprint that was presented by CSS' UCLA partners. He also mentioned that feedback that was received at the conference will be included in the final report that will be given to the Department of Labor at the end of March. Next steps include meeting with funders from the philanthropic world to see if they can support the Blueprint and L.A County's plans for implementation. Lastly, kudos were given to all of the Commission (Cherylynn Hoff, Tony Massengale, Elena Halpert-Schilt, and Summer Brown) and CSS Workforce branch (Josie Marquez, Maggie Mireles, Maritza Dubie, Serj Evayzian) staff for their hard work and tireless dedication.

4.3 Strategic Plan Implementation: Executive Director Toma wanted to report on three important aspects regarding the strategic plan. 1) Re-entry is a key area within the racialized gang violence focus of the strategic plan; 2) There has been progress with the Homeless Crime Tracking pilot in partnership with several local law enforcement agencies, in which a test run on crimes from 4 different policing agencies is being gathered; and 3) Due to the current economic crisis, a budget has been submitted that reflects a reduction in program, eliminating the Hate Crime Victim Assistance and Advocacy initiative and one vacant Senior Human Relations Consultant position that would result in elimination of the Homeless initiative. Director Banks also reported that there has been an overall reduction of about \$20 million within the department due to the loss of ARRA (federal stimulus) funding. She also stated that another challenge would be further cuts in the procurement of supplies and equipment, all of which will now ultimately require Chief Executive Officer (CEO) approval before purchases.

4.4 Corporate Advisory Committee Meeting for May: Executive Director Toma reported that there will be a Corporate Advisory Committee meeting in May featuring guest speaker Freada Kapor Klein, a Human Resources Diversity expert who is with the Level Playing Field Institute. He asked Commissioners if they have organizations that can sponsor, or have members to invite, as this event will help professionals become more aware of corporate diversity issues, and the support needed to be successful at that level and environment.

5. For Discussion/Action

5.1 Form for JAF Trust Fund Guidelines: Commissioner Cumming presented a draft JAF Funding Request form to be used in conjunction with Project Proposal form. After discussion, the motion to approve the JAF Trust Fund Request Form was tabled to the next meeting without objection.

5.2 Fact Sheet on L.A. County Human Relations Commission: Executive Director Toma presented the latest changes to the HRC Fact Sheet. He will bring the final revisions to the next meeting as the graphics and additional input need to be incorporated. Comments should be submitted to him no later than March 21, 2011.

6. Committee Reports

6.1 Ad Hoc Leadership Committee: Commissioner Paz, Chair, reported on the work of his committee. He first went over their work plan that highlighted five major work areas, they are as follows: 1) Develop internal and external communications protocols; 2) Approve code

of conduct for Commission to be signed by all Commissioners; 3) Clarify roles and responsibilities of Commissioners, and confirm and vet roles and responsibilities stated in the retreat summary; 4) Develop, in conjunction with staff, new Commissioner orientation; and 5) Membership development including team and leadership development, capacity strengthening and development, and officer nominations.

After a lengthy discussion regarding these items, Commissioners agreed to accept the report and to put the matters of the Code of Conduct, attendance, and a membership proposal on the April Agenda to be discussed and/or voted upon.

6.2 Homeless Committee: No report given.

6.3 Youth Committee: Commissioner King, Chair, provided an oral and written report. She stated that they will be looking at innovative ways to provide food for youth at various events since current County fiscal procedures do not allow for meals to be provided through use of County funds. Their written report reflects current proposals in progress. They are also working on ways to compensate youth working in HRC programs and this will be a topic of discussion at the next meeting. Commissioner Broadous requested a list of events that need food sponsorship so that he may reach out to his business partners to see if they would be able to assist in their efforts in providing food for youth at various events.

6.4 Racialized Gang Violence Prevention Committee: Commissioners Montañó and Paz passed out a written report to meeting attendees.

6.5 Crisis Response Committee: No report given.

6.6 JAF Human Relations Awards Committee: Commissioner Cumming reported that the JAF Awards will be held on October 11, 2011 at 11:00 am in room 739 at the Hall of Administration. She then thanked staff member riKu Matsuda for all of his assistance in coordinating the event. She closed by passing out nomination forms that will be due at the April 4, 2011 meeting, and voted on at the May meeting.

7. Commissioner's Comments/Announcements: None.

8. Adjournment: Commissioner Feng requested that the meeting be adjourned in the memory of Commissioner Lambert's family member, Gary Brisbeck, who had recently passed. Commissioner Broadous also requested adjournment in memory of John A. "Jack" Kyser. It was moved by Commissioner Cumming, seconded by Commissioner Feng, and approved unanimously to adjourn the meeting in their memory at 2:01 p.m.

Respectfully submitted,

Kathay Feng, Esq.
Vice-President/Secretary