



CITY OF WEST COVINA
COMMUNITY AND SENIOR SERVICES

COMMISSION TUESDAY, MAY 11, 2021, 6:00 PM

REGULAR MEETING

CORTEZ PARK COMMUNITY & SENIOR
CENTER NORTH WING 2501 E CORTEZ ST.
WEST COVINA, CALIFORNIA 91791

MINUTES

**Vice Chair Robert Torres
Commissioner Hector Diaz
Commissioner Sherry Fischer
Commissioner Jen Gutierrez
Commissioner Carole Mullner
Commissioner Cecilia Munoz
Commissioner George Nguyen
Commissioner Betty Valles
Commissioner Alfred Williams
Commissioners Karim Zaklama**

AMERICANS WITH DISABILITIES ACT

The Commission complies with the Americans with Disabilities Act (ADA). If you need special assistance at Commission Meetings, please call (626) 939-8433 (voice) or (626) 960-4422 (TTY) from 8:00 a.m. to 5:00 p.m. Monday through Thursday, at least 48 hours prior to the meeting to make arrangements.

AGENDA MATERIAL

Agenda material is available for review at the West Covina City Clerk's Office, Room 317 in City Hall, 1444 W. Garvey Avenue and at www.westcovina.org. Any writings or documents regarding any item on this agenda not exempt from public disclosure, provided to a majority of the Commission that is distributed less than 72 hours before the meeting, will be made available for public inspection in the City Clerk's Office, Room 317 of City Hall during normal business hours.

PUBLIC COMMENT

ADDRESSING THE COMMUNITY AND SENIOR SERVICES COMMISSION

Any person wishing to address the Commission on any matter listed on the agenda or on any other matter within their jurisdiction should complete a speaker card that is provided at the entrance to the Council Chambers and submit the card to the Commission Secretary

Please identify on the speaker card whether you are speaking on an agenda item or non-agenda. Requests to speak on agenda items will be heard prior to requests to speak on non-agenda items. All comments are limited to three (3) minutes per speaker.

CALL TO ORDER by Vice Chair Torres at 6:09 p.m.

PLEDGE OF ALLEGIANCE/MOMENT OF SILENT PRAYERS by Vice Chair Torres.

ROLL CALL

Vice Chair Robert Torres – Present.

Commissioner Hector Diaz - Absent.

Commissioner Sherry Fischer – Present (arrived at 6:17 p.m.).

Commissioner Jen Gutierrez – Present.

Commissioner Carole Mullner – Present.

Commissioner Cecilia Munoz – Present.

Commissioner George Nguyen - Present (arrived at 6:23 p.m.).

Commissioner Betty Valles – Present. Commissioner Alfred Williams – Present.

Commissioners Karim Zaklama – Absent.

ORAL COMMUNICATIONS - Three (3) minutes per speaker

Please state your name and city of residence for the record when recognized by the Commission Chair.

Speaker: Sophia Chavira, Resident.

Discussion: Spoke about request for Commission to create a HEAR program due to resident's concern regarding the increased harassment, discrimination & hate crime in district 4 and throughout the city.

Speaker: Elsa Greno, West Covina Community Alliance Network.

Discussion: Spoke about the program "Smoke Free" with the organization West Covina Community Alliance Network.

Speaker: Lisa Mayo, They Will Know organization.

Discussion: Spoke about the programs with They Will Know organization as well as the SmokeFree program above and the HEAR program request listed above.

Speaker: Fredrick Sykes, Resident.

Discussion: No Smoking Ordinance and various concerns of hate crimes and other issues throughout the city.

CONSENT CALENDAR NEW BUSINESS

- 1) **Commissioners Handbook Review - Presentation by Human Resources Director, Helen Tran.**

It is recommended that the Commission acknowledge receipt of handbook, sign acknowledgment form, and then receive and file this report.

Michelle Webb with the Human Resources Department presented the Commission with the Commissioners Handbook and requested document received verification and answered any questions the Commissioners might have related to their handbook or personnel services.

2) **Selection of Chair of the Community and Senior Services Commission.**

Motion by Commissioner Valles to nominate Commissioner Williams as Chair. No Second. Commissioner Williams kindly rejects nomination.

Motion fails.

Motion by Commissioner Nguyen, second by Commissioner Valles. To nominate Commissioner Mullner to the seat of Chair.

Motion fails by a vote of 3-4 with 2 absent and 1 not sworn in at this time.

AYES: Valles, Nguyen, Mullner.

NOES: Gutierrez, Munoz, Torres and Williams.

ABSENT: Diaz and Zaklama.

ABSTAIN: Fischer (present however, not sworn in as a commissioner at this time)

Motion by Commissioner Munoz, second by Commissioner Torres. To nominate Commissioner Torres to the seat of Chair.

Motion carried by a vote of 5-3 with two absent.

AYES: Gutierrez, Munoz, Torres, and Williams.

NOES: Valles, Nguyen, Mullner.

ABSENT: Diaz and Zaklama.

ABSTAIN: Fischer (present however, not sworn in as Commissioner at this time).

**If nomination vacates Vice Chair position, a vote for Vice Chair will have to be conducted.*

3) ***Selection of Vice-Chair of the Community and Senior Services Commission.**

Motion by Commissioner Valles, second by Commissioner Nguyen. To nominate Commissioner Mullner to the seat of Vice Chair.

Motion carried by a vote of 7-0 with 2 absent and 1 not sworn in at this time.

AYES: Gutierrez, Mullner, Munoz, Nguyen, Valles, Torres, and Williams.
NOES: None.
ABSENT: Diaz and Zaklama.
ABSTAIN: Fischer (present however, not sworn in as Commissioner at this time).

APPROVAL OF MEETING MINUTES

4) **March 9, 2021, Community and Senior Services Commission Meeting Minutes.**

It is recommended that Commission approve the March 9, 2021, Community and Senior Services Commission Meeting Minutes.

Discussion was had and update to minutes was directed of staff to complete. Motion by Munoz, second by Williams, to approve minutes with corrections. Motion passes by a vote of 7-0, 2 absent and 1 not sworn in at this time.

AYES: Gutierrez, Mullner, Munoz, Nguyen, Valles, Torres, and Williams.
NOES: None.
ABSENT: Diaz and Zaklama.
ABSTAIN: Fischer (not sworn in as Commissioner at this time).

5) **Community Services Resource Guides.**

It is recommended that the Commission receive and file these documents.

Presented by Susie Perez, Community Services Acting Manager on the resources the city provided to the seniors of the community and residents. Discussion was had.

6) **Update on Big League Dreams Sports Park Facility - Presented by Mike Cresap.**

It is recommended that the Commission receive and file this report.

Presented by Mike Cresap, Public Services Superintendent on the status of the West Covina Sports Complex, what is happening currently at the complex and what the city's intent for the facility is. Currently the facility is being cleaned, landscape and fields updated. The city intends to run the facility for rentals and special events. More information on the facility can be found on the city's website at www.westcovina.org.

7) **Facility Reports for January through April 2021.**

It is recommended that the Commission receive and

file these reports. Discussion was had.

Motion by Nguyen to receive and file these documents.

Motion carries by a vote of 7-0 with 2 absent and 1 not sworn in at this time.

AYES: Gutierrez, Mullner, Munoz, Nguyen, Valles, Torres, and Williams.

NOES: None.

ABSENT: Diaz and Zaklama.

ABSTAIN: Fischer (not sworn in as Commissioner at this time)

CONTINUED BUSINESS

8) **Commissioner Nguyen's request for update on any future projects for the Dog Park at Del Norte Park - Presented by Mike Cresap.**

It is recommended that the Commission receive and file this report.

Presentation by Mike Cresap, Public Services Superintendent. Discussion was had related to current status of the facility, future project/updates, suggestions for signage and re-naming of the park were discussed. There was suggestion about Animal Control patrolling the facility as well, for compliance of license requirements of dogs visiting the park as well as other items related to the maintenance of the facility.

No action was taken for this report.

9) **Commissioner Torres request to discuss The CAHOOTS program.**

It is recommended that the Commission discuss these programs and give further direction.

Commissioner Torres presented the Commission with documents from Eugene Oregon's website pertaining to their CAHOOTS program which is a crisis response program that Eugene implemented over 31 years ago to assist a human services partnership with the White Bird Clinic and the City of Eugene. This program assists with responding to crisis situations, other situations needing de-escalation, behavioral and mental health concerns, intoxication calls, welfare checks, and even death notices within the community of Eugene and Springfield Oregon.

Discussion was had amongst the commission on advising the Council to advise staff to look into the possibility of implementing this type of program within West Covina. It was discussed that due to the benefits it could provide to the city, it would be a good idea to advise City Council to take a more active role with the SGVCOG who is currently researching the CAHOOTS program for implementation within Los Angeles County.

Discussion about the cities current program H.O.P.E. was had as well and the services that program provides along with its partners at LASHA and other entities.

Motion by Torres, second by Williams to advise Council to take a more active role in the San Gabriel Valley COG's current research into the CAHOOTS program and implementation of this, or a program of this nature, within West Covina, be it with a partnership with the SGVCOG or independently.

Motion carries by a vote of 7-0 with 2 absent and 1 not sworn in at this time.

AYES: Gutierrez, Mullner, Munoz, Nguyen, Valles, Torres, and Williams.

NOES: None.

ABSENT: Diaz and Zaklama.

ABSTAIN: Fischer (present however, not sworn in as Commissioner at this time)

10) **Commissioner Torres Request to Discuss the Human Equity, Access, and Relations(HEAR)Commission Program.**

It is recommended that the Commission discuss these programs and give further direction.

Presentation by Commissioner Torres. Discussion was had on the HEAR program works, how the city of San Gabriel implemented and runs this program in their city. It was discussed that this program would be beneficial to the community of West Covina due to the increased reports of social injustices and racial crime increase within the city.

Motion by Torres, second by Williams to recommend to Council to form an independent commission such as the HEAR commission or a similar program of this like, where residents can come before the commission to discuss racial & hate crimes within the city.

Motion carries by a vote of 5-0, 3 abstaining (present however, 1 not sworn in at this time), and 2 absent.

AYES: Gutierrez, Mullner, Nguyen, Torres, and Williams.

NOES: None.

ABSENT: Diaz and Zaklama.

ABSTAIN: Valles, Munoz, Fischer (not sworn in as Commissioner at this time)

AD HOC COMMITTEE REPORTS

11) **Presentation of the design for playground equipment replacement project for Cortez Park.**

It is recommended that the Commission vote on the presentation to continue the CIP process for submittal to Council for approval and implementation.

Presentation by Mike Cresap, Public Services Superintendent.

Discussion was had about the project playground replacement at Cortez Park plans approved by the AdHoc CIP Committee on May 5, 2021. Discussion about the warrantee, equipment and placement was had.

Motion by Gutierrez, second by Mullner to approve the playground replacement plans submitted by Great Western Recreation for Cortez Park Playground replacement project and approved by the AdHoc CIP Committee as submitted.

Motion carries by a vote of 7-0 with 2 absent and 1 not sworn in at this time.

AYES: Gutierrez, Mullner, Munoz, Nguyen, Valles, Torres, and Williams.

NOES: None.

ABSENT: Diaz and Zaklama.

ABSTAIN: Fischer (present however, not sworn in as Commissioner at this time)

12) **Presentation of the design for playground equipment replacement and new fitness equipment projects for Friendship Park.**

It is recommended that the Commission vote on the presentation to continue the CIP process for submittal to Council for approval and implementation.

Presentation by Mike Cresap, Public Services Superintendent.

Discussion was had about the project playground replacement & new fitness equipment at Friendship Park plans approved by the AdHoc CIP Committee on May 5, 2021. Discussion about the location of fitness equipment, color of individual pieces of equipment for playground and lighting at the facility was had. Discussion about the placement of the fitness equipment placement was had and staff stated they would reach out to the contractor for verification if this can be done and if not possible, staff will update the Commission at that time.

Motion by Torres, second by Valles to approve the playground replacement & new fitness equipment plans submitted by Burke/Innovative Playgrounds for Friendship Park project and approved by the AdHoc CIP Committee with the change to the location of the fitness equipment portion of the plans be moved closer to the playground.

Motion carries by a vote of 7-0 with 2 absent and 1 not sworn in at this time.

AYES: Gutierrez, Mullner, Munoz, Nguyen, Valles, Torres, and Williams.

NOES: None.

ABSENT: Diaz and Zaklama.

ABSTAIN: Fischer (present however, not sworn in as Commissioner at this time)

COMMISSIONERS REPORTS

Commissioner Hector Diaz - Absent.

Commissioner Sherry Fischer – Attended the easter drive through event which was great.

Commissioner Jen Gutierrez - No updates.

Commissioner Carole Mullner – Attended Shadow Oak Park Playground event. Playground is great.

Commissioner Cecilia Munoz Attended Shadow Oak Park Playground event. Playground is great.

Commissioner George Nguyen – Attended Shadow Oak Park Playground event. Playground is great.

Commissioner Robert Torres – Attended Shadow Oak Park Playground event. Playground is great.

Commissioner Betty Valles – Updated that the police department was going door to door offering the COVID-19 vaccine to senior citizens throughout the city.

Commissioner Alfred Williams - Attended Shadow Oak Park Playground event. Playground is great.

Commissioners Karim Zaklama- Absent.

ITEMS TO BE AGENDIZED

Commissioner Torres – requested Measure H funding and Homeless programs in West Covinapresentation by staff.

Commissioner Torres – requested a presentation from Elsa Greno with West Covina Community Alliance Network on their Smoke Free program for discussion with commission to advise Council tocreate a smoke free ordinance within the city.

UPCOMING EVENTS

- **Cameron Park Community Center** (1305 E. Cameron Avenue, West Covina, CA 91790). Monday to Friday, 8:00 am to 4:00 pm (Closed for lunch 11:00 am - 12:00 pm). Who is eligible: Persons of 50+ years and older. To schedule your appointment, visit <https://vaccine.fulgentgenetics.com/>
Testing available daily 7 days a week from 7:00 a.m. - 7:00 p.m. - COVID-19
Testing Clinic at Cameron Community Center at 1305 E Cameron Ave.
- **Cortez Community Park and Senior Center** (2501 E. Cortez Street, West Covina, CA 91791). Monday to Friday, 8:30 am to 4:00 pm. Who is eligible: Person 16+. To schedule your appointment, visit <https://myturn.ca.gov/>
- **Tuesday, May 11, 2021, 7:00 p.m.** - Planning Commission Meeting - City Hall Council Chambers.
- **Saturday, May 15, 2021, 8:00 a.m.** - 11:00 a.m. - Free Compost Event - City Maintenance yard at 825 S Sunset Ave.
- **Tuesday, May 18, 2021, 7:00 p.m.** - City Council Meeting - City Hall Council Chambers.
- **Tuesday, May 25, 2021, 7:00 p.m.** - Planning Commission Meeting - City Hall Council Chambers.
- **Saturday, May 29, 2021, 8:00 a.m.** - God's Pantry & One & All Church Food Bank Distribution -
Registration required. Palmview park at 1304 E Puente Ave.
Please register at: WWW.GODS-PANTRY.ORG
- **Saturday, May 29, 2021, 9:00 a.m. - 1:00 p.m.** - Used Motor Oil Collection & Free Filter Exchange Event - AutoZone at 730 N Azusa Ave.
- **Tuesday, June 1, 2021, 7:00 p.m.** - City Council Meeting - City Hall Council Chambers.
- **Tuesday, June 8, 2021, 7:00 p.m.** - Planning Commission Meeting - City Hall Council Chambers.
- **Saturday, June 12, 2021, 9:00 a.m. - 1:00 p.m.** - Free Electronic Waste Collection Round Up - City Maintenance Yard at 825 S Sunset Ave.
- **Tuesday, June 15, 2021, 7:00 p.m.** - City Council Meeting - City Hall Council Chambers.
- **Saturday, June 19, 2021, 9:00 a.m. - 3:00 p.m.** - Household Hazardous Waste & E-Waste Round up - City Maintenance Yard at 825 S Sunset Ave.
- **Tuesday, June 22, 2021, 7:00 p.m.** - Planning Commission Meeting - City Hall Council Chambers.
- **Saturday, June 26, 2021, 9:00 a.m. - 1:00 p.m.** - Used Motor Oil Collection & Free Filter Exchange Event - AutoZone at 1540 E Amar Rd.
- **Saturday, June 26, 2021, 8:00 a.m.** - God's Pantry & One & All Church Food Bank Distribution - Registration required. Palmview park at 1304 E Puente Ave. Please register at: WWW.GODS-PANTRY.ORG
- **Tuesday, July 6, 2021, 7:00 p.m.** - City Council Meeting - City Hall Council Chambers.
- **Tuesday, July 13, 2021, 7:00 p.m.** - Planning Commission Meeting - City Hall Council Chambers.

ADJOURNMENT

- 13) Adjournment in memory of Sylvia Ontiveros, Community Service Recreation Leader.

It is recommended that the Commission adjourn this meeting in memory of Sylvia Ontiveros.

Motion by Torres at 9:00 p.m. to adjourn in memory of Sylvia Ontiveros. Motion carries 8-0 with 2 absent.

AYES: Fischer, Gutierrez, Mullner, Munoz, Nguyen, Valles, Torres, and Williams.

NOES: None.

ABSENT: Diaz and Zaklama.

ABSTAIN: None.

2021 Community and Senior Services Commission Meetings

July 13, 2021, at 6:00 p.m.

September 14, 2021, at 6:00 p.m.

November 9, 2021, at 6:00 p.m.