

MINUTES
COMMUNITY RELATIONS COMMISSION
SPECIAL MEETING
Monday, January 28, 2013, 6:00 PM
Main Downtown Library, Meeting Room B, 251 South A Street, Oxnard, California 93030

A. ROLL CALL/POSTING OF AGENDA/PLEDGE OF ALLEGIANCE

Present at the meeting were Commissioners Baxter, Castañeda, Lopez, Mitchell, Reyes, Robinson and Stein.

B. PUBLIC COMMENTS

N/A

C. INFORMATION/CONSENT AGENDA

SUBJECT: Introduction of invited guests

MOTION: Guests included: Nancy Rowe (Senior Services Commission) and Lee Cobb (Parks & Recreation Commission)

SUBJECT: Election of Commission Chair and Vice Chair

MOTION: Commissioner Reyes announced her resignation from the Commission.

Commissioners and staff thanked her for her six years of service as a Commissioner. Reyes said she would continue to be available to volunteer for the Multicultural Festival. She will be available sometime after March of this year.

The Commissioners voted for Robinson as Chair and Tiffany Lopez as Vice Chair.

BREAK

SUBJECT: Set date, time, and location of regular meetings for 2013 and annual meeting for 2014

MOTION: Before meeting schedule was approved, the discussion focused on the content of the meetings for the year.

Commissioner Stein proposed that CRC host a Candidate Forum for the upcoming election. The forum would take the place of the March 2013 regular meeting. Chairman Robinson expressed his opinion for not sponsoring a Forum. Commissioner Reyes recommended that the CRC review minutes from October 2012 meeting where the item of a Candidate Forum was discussed and to add to the February 2013 agenda.

The discussion also included a review of the current CRC bylaws. This too would be added to the February 2013 agenda.

The Commissioners would also create a monthly theme to fit the schedule of guest speakers.

Commissioner Mitchell volunteered to help create a monthly theme that would include multicultural themes to invite speakers every month. This was also recommended to be included in the February 2013 agenda for further discussion.

The 2013 schedule of regular meetings and the 2014 annual meeting schedule was approved by the CRC.

SUBJECT: Subcommittee appointments

MOTION: This item was tabled until after City Council appoints Commissioners to a new term. The item will be included in the February 2013 agenda.

SUBJECT: Recommend guest speakers for 2013 regular meetings

MOTION: This item was also tabled and will continue to be included in the all regular meeting agendas.

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SUBJECT: Annual Community Recognition Awards

MOTION: Discussion included feedback from Nancy Rowe regarding a Senior Awards program that is held monthly for seniors and volunteers who work with seniors. Commissioner Reyes recommended that the CRC work closely with the Senior Commission to coordinate a Senior category for CRC Community Awards.

Commissioner Castañeda recommended that maybe the CRC do a monthly award program instead of once a year. Chairman Robinson noted that the CRC does not have a budget to order awards monthly and would rather not have to settle for paper certificates to award.

To address the lack of applications submitted, Commissioner Mitchell recommended that the CRC conduct outreach for the awards program at the local libraries, museums, etc, all places where people volunteer their time. Commissioner Stein recommended that they use many of the new City PIO tools such as social network sites, City cable TV channel, and website, to conduct more promotion of the awards program.

The CRC agreed to establish the awards deadline as June 28, 2013 with a presentation at City Council in mid-July 2013. Staff will confirm a date for City Council presentation. A subcommittee to review award applications was established and includes: Commissioners Lopez, Robinson and Stein. This item will also be included in the February 2013 agenda for further discussion.

Commissioner Lopez will email staff a possible criteria for the Senior category of the awards program. Commissioner Reyes recommended that the Senior criteria focus on the multicultural aspect as oppose to the criteria already established by the Senior Services Commission.

D. COMMISSIONER REPORTS

Commissioner Stein recommended that the CRC review its current bylaws for changes to better fit the role and duties of the Commission. Commissioner Reyes asked that the CRC needs more clarity about how the public can approach the Commission for assistance. Commissioner Robinson noted that the CRC does have the power of subpoena. Leroy Cobb noted how his Parks and Recreation Commission had worked for two years straight to rewrite their bylaws and to change their name. Cobb said the Commission did that because they wanted more direction on their roles as Commissioners. This item would be included in the February 2013 agenda for further discussion. Commissioner Stein recommended that we initialize a meeting with City Attorney's office to discuss matter in detail before adding to a regular meeting agenda.

Commissioner Lopez recommended a meet and greet with all City CAGs.

Commissioner Baxter noted that he likes the idea of the CRC Commissioners becoming ambassadors of goodwill and to attend events throughout Oxnard to promote the CRC and to invite the community to participate in the Multicultural Festival in October. But he recommended that a subcommittee be formed to those Commissioners interested in participating.

Commissioner Mitchell recommended that a new pamphlet be created that features the goals of the CRC and contact information. He also volunteered to help with writing content.

Commissioner Castañeda recommended that the CRC create their own Facebook page or to have content on the City's Facebook site.

Commissioner Stein recommended that CRC meetings be streamed and archived online just like the City Council, Recreation and Planning Commission meetings. This discussion will be added to the February 2013 agenda.

E. ADJOURNMENT

The meeting adjourned at 7:46 PM. The next regular Community Relations Commission meeting will be Monday, February 25, 2013, in the Oxnard City Council Chambers, 305 West 3rd Street, Oxnard, at 6 PM.