

MINUTES  
CITY OF WEST HOLLYWOOD  
TRANSGENDER ADVISORY BOARD  
SPECIAL MEETING  
WEDNESDAY AUGUST 7, 2019  
6:00 PM

COMMUNITY MEETING ROOM  
8300 SANTA MONICA BOULEVARD, WEST HOLLYWOOD, CA

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1. **CALL TO ORDER** – Chair Sanchez called the meeting to order at 6:30 PM
2. **PLEDGE OF ALLEGIANCE** – Member Wen led the Pledge of Allegiance
3. **ROLL CALL**  
PRESENT: Chair Sanchez, Members Samala, Wen, Johnson, De La Cruz, and Monroy  
ABSENT: None  
LATE: Members Deaton and Fairchild  
ALSO PRESENT: Bonnie Smith, West Hollywood Public Safety Supervisor, and DeeAna Saunders, West Hollywood Admin Specialist II
4. **APPROVAL OF THE AGENDA**  
*SUBJECT: The Transgender Advisory Board is requested to approve the Agenda of August 7, 2019*  
ACTION: Motion by Member Johnson to approve the August 7, 2019 agenda with moving item 9A to the beginning of agenda, seconded by Member Samala. Motion passes with Members Deaton, Fairchild, Wen, Johnson, Samala, De La Cruz, Monroy, and Sanchez voting yes.
5. **APPROVAL OF MINUTES**  
*SUBJECT: The Transgender Advisory Board is requested to approve the minutes of the July 3, 2019 meeting*  
ACTION: Motion to approve the July 3, 2019 minutes by Member Johnson, seconded by Member Samala. Motion passes with Members Deaton, Fairchild, Wen, Johnson, Samala, De La Cruz, Monroy, and Sanchez voting yes.

## **6. PUBLIC COMMENTS**

Karen Eyres spoke about upcoming events: WAB Women's Equality Day on August 25<sup>th</sup> at Council Chambers, reading of Mueller Report on August 10<sup>th</sup> and 11<sup>th</sup>, and Intersection of Reproductive Justice Event on date to be determined at Rocco's.

West Seegmiller from Sex Workers Outreach spoke about a Town Hall to be held on August 29<sup>th</sup>, at City Chambers.

## **7. MEMBER COMMENTS**

Member Wen spoke about different events that he attended.

Chair Sanchez spoke of a Community Education on Opioids Training being held August 22<sup>nd</sup> at 1 PM in the Community Meeting Room.

Member Monroy spoke of needing more unity within the Transgender Community.

## **8. UNFINISHED BUSINESS**

8A. Transgender Awareness Month

*Subject:* Board will discuss events to be hosted in November

*Recommendation:* Receive and provide input

*Action:*

Staff discussed working with the Chamber of Commerce to secure a venue for the Celebration kickoff for November events;

Discussion was held concerning working with Unique Women's Coalition on the program. Member Johnson expressed concerns about UWC not having met or updating the board during this meeting.

Staff expressed concern with contracts and the time frame needed to prepare a contract for TDOR events. Staff said the TDOR location will be the Center for Early Education, but staff is waiting to hear about fee costs and approval of altars.

Chair Sanchez will do a Google survey for the subcommittee.

Staff needs all people or organizations that need a contract to be given by September meeting.

Member Wen is the liaison between TAB and UWC.

Staff said the deadline is August 21<sup>st</sup> and will contact UWC to see where they stand.

Member Deaton asked Chair for nominations for presenters to be held on a Google drive.

Member Johnson suggested no stipends because there are no contracts if the deadline is not met.

Member Wen asked for requirements for contract and Staff instructed persons to get in contact directly with Staff after the meeting.

Member Sanchez asked for additional equipment, altars, foyer, and food.

Member Wen said he will ask the CA Conservation Core for volunteers to man the altars.

Member Deaton proposed a print out of altar rules. Staff will work on this.

Member Fairchild will be the volunteer for the altars.

Member Johnson requested Trans panels be brought to TDOR.

Chair Sanchez asked about resource tables. Staff said that is not a problem and Board members asked to include tables for County, City and community groups.

Member Wen spoke with Communications about filming TDOR and was instructed to speak with Staff about having this done.

Chair Sanchez spoke about those who don't want to be filmed and haven't come out and the importance of waivers. She also asked the Board to include signs stating "Filming in Progress."

Member Johnson detailed how filming can be avoided and suggested having someone in the Community filming instead of West Hollywood City staff.

Member Deaton asked how to communicate with other City staff. Staff said that requests should be made directly to the staff liaison.

Member Johnson asked for clarification of filming and the stipend.

Members Wen and Johnson discussed filming.

*Motion by Member Johnson to film event and for Member Johnson to be responsible for crew. Second by Member De La Cruz. Motion passes.*

Tracy, Unique Transitions Ambassador of UWC, said they are aware of filming, have started programming and are aware of deadlines.

Member Wen wanted to add Trans giving to September agenda.

Member Johnson said they need awards honorees. Chair Sanchez will make the form tomorrow on Google docs.

Member Johnson wants Staff to make sure there is a photographer; however, Member Johnson would like to handle media for the event to ensure all essentials are captured.

Member Johnson suggested using Google docs to get resources for resource table. Staff and Chair Sanchez will work on getting resource table vendors.

8B. March on Washington D.C.

*Subject:* Board will receive an update on potential sponsorship for March

*Recommendation:* Receive and provide update

*Action:*

Staff is booking rooms and plane tickets from Thursday, September 26<sup>th</sup> – Sunday, September 29<sup>th</sup>

Staff informed the board that at the Council meeting in July, decisions were made regarding the March on Washington. The City will pay for Board members' hotel rooms and airfare. Board members will fly on a Thursday morning flight and leave on Sunday.

City staff is working on scheduling events while the Board members are in Washington D.C. Board is responsible for their own food and transportation while in Washington D.C. Staff requested members for personal information for airfare and their preferred Los Angeles airport.

Staff informed members to check out <https://transmarchondc.org/> website for more information.

Johnson asks if the City will cover cost of checked bags. Staff will check with Assistant City Manager and let the Board members know the policy.

8C Election of Chair and Vice-Chair

*Subject:* Board will select a Chair and a Vice-Chair for 2019-2020

*Recommendation:* Select a Chair and Vice-Chair

*Action:* The Board elected Member Fairchild as Chair and Member De La Cruz as Vice Chair.

## **9. NEW BUSINESS**

9A. Metro Rail Update, David Fenn, Capital and Special Projects, Associate Planner

*Subject:* Board will receive an update on the Metro Rail through West Hollywood

*Action:* Receive and provide input

9B. City of West Hollywood Census 2020 Complete Count Committee

*Subject:* The Transgender Advisory Board will consider electing one member to serve on the Complete Count Committee, which will develop strategies to ensure that every resident is counted for the 2020 Census.

*Recommendation:* Call for nominations and elect one (1) member to serve on the CCC.

*Action:* Member Sanchez will be the member to work on the Census Count Committee

## **10. ITEMS FROM STAFF**

Staff will contact UWC to work out details regarding a Trans giving on November 24<sup>th</sup> from 2-10 PM. Reservation will include free parking.

Staff informed the Board that a new board member will be here for the September meeting. Staff thanked Chair Sanchez for her service last year.

## **11. PUBLIC COMMENT**

None

## **12. ITEMS FROM BOARD MEMBERS**

Member Fairchild thanked for her nomination and looking forward to New Year.

Member Wen congratulated the new Chair and Vice Chair.

Member Samala congratulated the new Chair and Vice Chair.

Member Johnson thanked the outgoing Chair and congratulated the new Chair and Vice Chair.

Member De La Cruz congratulated member Fairchild on her election to Chair and thanked outgoing Chair Sanchez and Staff for all their hard work and getting the Board to Washington.

Member Monroy thanked the City and congratulated the incoming Chair and Vice Chair. Member Monroy thanked outgoing Chair Sanchez. Member Monroy spoke

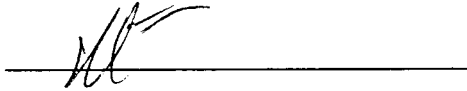
about an upcoming Latin Fashion Show on September 21<sup>st</sup>, and an event to be held on October 18<sup>th</sup>.

Member Deaton thanked outgoing Chair Sanchez and staff.

Chair Sanchez congratulated the incoming Chair and Vice Chair and thanked the board for their support.

### **ADJOURNMENT**

The Transgender Advisory Board adjourned at 7:39 PM. The next special meeting is scheduled for September 4, 2019 in the Community Conference Room 8300 Santa Monica Boulevard.



Transgender Advisory Board Chair



Staff Liaison

**A copy of the audio recording of this meeting can be obtained from the City Clerk's office upon request.**

***(Disclaimer: Staff records the meetings for the sole purpose of composing the official meeting minutes; therefore the recordings are not of commercial quality.)***