

## Agenda

CITY COUNCIL-APPOINTED BOARDS & COMMISSIONS



**Date:** Thursday, February 27, 2025  
**Time:** 6:00 p.m.  
**Location:** Council Chambers, 276 Fourth Avenue, Chula Vista, CA

### Human Relations Commission Regular Meeting

**Public Comments:** Public comments may be submitted to the Human Relations Commission in the following ways:

- **In-Person comments during the meeting.** Join us for the Human Relations Commission meeting at the time and location specified on this agenda to make your comments. Each person will be allotted three (3) minutes to address the Commission.
- **Submit an eComment.** Visit [www.chulavistaca.gov/boardmeetings](http://www.chulavistaca.gov/boardmeetings), locate this meeting, and click on the comment bubble icon. Click on the item you wish to comment on, and then click on "Leave Comment."
- **Email comments.** Submit comments via email to [HRC@chulavistaca.gov](mailto:HRC@chulavistaca.gov).

The commenting period will close at noon on the day of the meeting. All comments will be made available to the Board and the public.

**ACCESSIBILITY:** *Individuals with disabilities are invited to request reasonable modifications or accommodations in order to access and/or participate in a Human Relations Commission meeting by contacting the Human Relations Commission at [HRC@chulavistaca.gov](mailto:HRC@chulavistaca.gov) (California Relay Service is available for the hearing impaired by dialing 711) at least forty-eight hours in advance of the meeting.*

**1. CALL TO ORDER**

**2. ROLL CALL**

Commissioners Diaz, Gomez, Hecklinski, Hodge, Holm, Huizar, Lares-Urquidez, Olaoye, Pajanor, Redondo, Vice-Chair Kean-Ayub, Chair Branch

**3. CONSENT CALENDAR**

*All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request an item be removed for separate consideration. If you wish to speak on any item, please fill out a "Request to Speak" form and submit it to the Secretary prior to the meeting or submit an electronic comment per the instructions on page one of this agenda.*

**Recommended Action:**

Commission approve consent calendar.

**3.1 Approval of Meeting Minutes**

4

Approval of October 24, 2024 Minutes

**Recommended Action:**

Commission approve minutes.

**3.2 Written Communications**

8

Communication from Vice Chair Kean-Ayub requesting excused absences from the July 25, 2024 and September 26, 2024 meetings.

**Recommended Action:**

Commission approve request for excused absences.

**4. PUBLIC COMMENTS**

*Persons may address the Commission on any subject matter within the Commission's jurisdiction that is not listed as an item on the agenda. State law generally prohibits the Commission from discussing or taking action on any issue not included on the agenda, but, if appropriate, the Commission may schedule the topic for future discussion or refer the matter to staff. If you wish to speak on any item, please fill out a "Request to Speak" form and submit it to the Secretary prior to the meeting or submit an electronic comment per the instructions on page one of this agenda.*

**5. ACTION ITEMS**

*The Item(s) listed in this section of the agenda will be considered individually by the Commission and are expected to elicit discussion and deliberation. If you wish to speak on any item, please fill out a "Request to Speak" form and submit it to the Secretary prior to the meeting or submit an electronic comment per the instructions on page one of this agenda.*

**5.1 Discussion Regarding the 2025 Human Relations Commission Awards Program**

**Recommended Action:**

Commission discuss and possibly create a subcommittee to plan and develop program criteria and process.

**5.2 Updates, Discussion, and Possible Action Regarding Ad-Hoc Subcommittees**

10

**1. 2025 Events Ad-Hoc**

- Members: Chair Branch, Commissioners Hecklinski, Hodge and Lares-Urquidez

**Recommended Action:**

Commission discuss, make recommendations, and take action as appropriate.

**OTHER BUSINESS**

**6. STAFF COMMENTS**

**7. CHAIR'S COMMENTS**

**8. COMMISSIONERS' COMMENTS**

**9. ADJOURNMENT**

to the regular meeting on March 27, 2025 at 6:00 p.m.

*Materials provided to the Human Relations Commission related to any open-session item on this agenda are available for public review by contacting Human Relations Commission staff at [hrc@chulavistaca.gov](mailto:hrc@chulavistaca.gov)*

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**REGULAR MEETING OF THE HUMAN RELATIONS COMMISSION**

**Meeting Minutes**

October 24, 2024, 6:00 p.m.  
Council Chambers, 276 Fourth Avenue, Chula Vista, CA

Present: Commissioner Diaz, Commissioner Hecklinski, Commissioner Hodge, Commissioner Holm, Commissioner Lares-Urquidez, Commissioner Olaoye, Vice Chair Kean-Ayub, Chair Branch

Absent: Commissioner Pajanor, Commissioner Redondo

Also Present: Secretary Karla Mendez

Others Present Anne Steinberger

**1. CALL TO ORDER**

*A regular meeting of the Human Relations Commission of the City of Chula Vista was called to order at 6:00 p.m. in the Council Chambers, located in City Hall, 276 Fourth Avenue, Chula Vista, California.*

**2. ROLL CALL**

*Secretary Mendez called the roll.*

**3. CONSENT CALENDAR**

**Moved by** Vice Chair Kean-Ayub  
**Seconded by** Commissioner Diaz

Approval of consent calendar

Yes (8): Commissioner Diaz, Commissioner Hecklinski, Commissioner Hodge, Commissioner Holm, Commissioner Lares-Urquidez, Commissioner Olaoye, Vice Chair Kean-Ayub, Chair Branch

**Result: Carried (8 to 0)**

**3.1 Approval of Meeting Minutes**

Commission approve minutes.

**3.2 Written Communications**

Commission approve excused absence.

**4. PRESENTATIONS**

**4.1 Presentation on City of Chula Vista Commission Roles, Duties, and Procedures**

Chair Branch introduced the item, Assistant City Attorney Megan McClurg and City Clerk Kerry Bigelow presented on the roles, duties and procedures of the Human Relation Commission.

Questions ensued among commissioners and presenters.

Chair Branch called a recess at 7:17 p.m., meeting was reconvened at 7:24 p.m.

**5. PUBLIC COMMENTS**

No requests to speak or e-comments

**6. ACTION ITEMS**

**6.1 Selection of Vice Chair for Fiscal Year 2024-2025**

Chair Branch introduced the item and discussion ensued.

No public requests to speak, emails, or e-comments.

**Moved by** Chair Branch

**Seconded by** Commissioner Olaoye

Appoint Commissioner Kean-Ayub as the Vice-Chair for the Fiscal Year 2024-2025.

Yes (6): Commissioner Hecklinski, Commissioner Hodge, Commissioner Holm, Commissioner Olaoye, Vice Chair Kean-Ayub, Chair Branch

No (1): Commissioner Lares-Urquidez

Abstain (1): Commissioner Diaz

**Result:Carried (6 to 1)**

**6.2 Updates, Discussion, and Possible Action Regarding Ad-Hoc Subcommittees**

Chair Branch introduced item on the Ad-Hoc Subcommittee focused on the commission participating in Native American History month events.

Secretary Mendez provided information and details on the Native American History month events.

**Moved by** Commissioner Hecklinski  
**Seconded by** Commissioner Olaoye

Create an Ad-Hoc Subcommittee that will focus on the activities and celebrations during the first four months of the year.

Yes (8): Commissioner Diaz, Commissioner Hecklinski, Commissioner Hodge, Commissioner Holm, Commissioner Lares-Urquidez, Commissioner Olaoye, Vice Chair Kean-Ayub, Chair Branch

**Result:Carried (8 to 0)**

Approve the following commissioners to the Ad-Hoc Subcommittee focusing on activities and celebrations during the first four month of the year: Chair Branch, Commissioners Lares-Urquidez, Hecklinski, and Hodge

**Moved by** Chair Branch  
**Seconded by** Commissioner Diaz

Yes (8): Commissioner Diaz, Commissioner Hecklinski, Commissioner Hodge, Commissioner Holm, Commissioner Lares-Urquidez, Commissioner Olaoye, Vice Chair Kean-Ayub, Chair Branch

**Result:Carried (8 to 0)**

**OTHER BUSINESS**

**7. STAFF COMMENTS**

Secretary Karla Mendez reminded the Human Relations Commission that meetings go dark November and December due to the holidays.

**8. CHAIR'S COMMENTS**

Chair Branched wished everyone happy holidays. She also commented on the commission having more responsibilities and duties in the upcoming year and that they would need to start working on how to support these holidays and celebrations.

**9. COMMISSIONERS' COMMENTS**

Vice-Chair Kean-Ayub asked for a discussion at the next commission meeting on the possibility of the commission participating in the Day of the Child event hosted by the Chula Vista Community Collaborative.

Commissioner Hodge had comments relating to next year's activities in relation to the updated duties and functions of the commission.

Commissioner Holm had comments relating to next year's activities in relation to the updated duties and functions of the commission.

**10. ADJOURNMENT**

*The meeting was adjourned at 8:09 p.m.*

*Minutes prepared by: Karla Mendez*

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Karla Mendez, Secretary

**REQUEST FOR EXCUSED ABSENCE**

City of Chula Vista Boards, Commissions, and Committees

Name: Nadia Kean-Ayus Date of Absence: 7/25/24  
Board/Commission/Committee: Human Relations

Chula Vista Municipal Code section 2.25.110 (C) allows board/commission/committee members, by a majority vote, to excuse a fellow board, commission, or committee member's absence from a meeting for any of the reasons listed below. **A member who is absent from three consecutive, regular meetings will be deemed to have vacated his or her membership, unless the member's absence is excused by a majority vote of the other members.** An absence is only recorded as "excused" upon receipt of a member's request and majority vote of the board/commission/committee to excuse the absence. Accordingly, if you have been absent from a regular meeting, please complete and submit this form to the chair or secretary.

Please indicate the reason for the absence:

- 1. Illness of the member, family member of the member, or personal friend of the member;
- 2. Business commitment of the member that interferes with the attendance of the member at a meeting;
- 3. Previously scheduled vacation of the member, notice of which was provided to the respective board or commission in advance of the meeting;
- 4. Attendance of the member at a funeral, religious service or ceremony, wedding, or other similarly significant event;
- 5. Unexpected, emergency situation that prohibits the member's attendance; or
- 6. Other reason for which the member has given notice to the secretary of his or her unavailability at least seven days in advance of the meeting.

OR

The absence was not for any of the above-listed reasons. I understand that the absence will be recorded as unexcused.

I certify the reason for the absence indicated above is true and correct.

Member's Signature: [Redacted] Date: 10/24/24

*If completed by secretary or staff to board/commission/committee:*

Completed on member's behalf by: \_\_\_\_\_, per member's  Verbal  Written request  
on: \_\_\_\_\_ (date) (secretary/liason's name)



**REQUEST FOR EXCUSED ABSENCE**

City of Chula Vista Boards, Commissions, and Committees

Name: Nadia Kean-Ayub Date of Absence: 9/20/24  
Board/Commission/Committee: Human Relations

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I certify the reason for the absence indicated above is true and correct.

Member's Signature: [Redacted Signature] Date: 10/24/24

*If completed by secretary or staff to board/commission/committee:*

Completed on member's behalf by: \_\_\_\_\_, per member's  Verbal  Written request  
on: \_\_\_\_\_ (date) (secretary/liaison's name)

**Human Relations Commission Program Calendar 2025 DRAFT**

January- June 2025- Review and Discuss at HRC Commission Meeting 2/27/25			
Month	Focus	Activity	Community Partners
February	Black History Month	-Social Media -Event/Flag Rasing	(Discussed with Subcommittee 2/13) -CV Library -Camila Tupel -MLK Choir -Guest Pastor -SWC Board Chair -Black business owner -Teacher -Dr. Doug Luffborough
March	Women’s History Month	-Social Media -Proclamation	
April	Arab American Month	-Social Media -Proclamation	
May	Asian/Pacific Islander Month	-Social Media -Proclamation	
May	Jewish American History Month	-Social Media -Proclamation	
May 26	Memorial Day	-Social Media -Event	
June	Pride	-Social Media -Proclamation -Flag Raising -Event	Cultural Arts Commission
June 19	Juneteenth	-Social Media -Flag Raising -Event	
July- December 2025- Review and Discuss at HRC Commission Meeting 3/27/25			
July 4	4 <sup>th</sup> of July	-Event	
August 12	International Youth Day	-Social Media -Flag Raising	

		-Event	
August 21	Senior Day	-Social Media -Flag Raising -Event	Health, Wellness, and Aging Commission
September 15- October 15	Hispanic Heritage Month	-Social Media -Proclamation -Flag Raising -Event	
September	HRC Awards Program	-Event	
October	Disability Awareness Month	-Social Media -Proclamation	
October	Filipino American Month	-Social Media -Proclamation	
October (Second Monday in October)	Indigenous People’s Day	-Social Media -Proclamation	
November	Native American History Month	-Social Media	
November	Kumeyaay Heritage Celebration	-Social Media -Flag Rasing -Event	Parks and Recreation Commission
November 11	Veteran's Day	-Social Media -Flag Rasing -Event	Veterans Advisory Commission
December			