



City of Fresno

2600 Fresno Street
Fresno, CA 93721
www.fresno.gov

Meeting Minutes Women's Commission

Leonela A. Harari, Chair
Laura E. Ward, Vice Chair
Amy Fuentes, Member
Guadalupe Cazarez, Member
Stefanie M. Diaz, Member
Olivia Adams, Member
Vacant, Member

Wednesday, April 10, 2024

12:00 PM

In Person, City Hall, 2nd
Floor, Room 2120

Regular Meeting

The Women's Commission met in regular session on the 2nd Floor, Room 2120, Meeting Room C, at Fresno City Hall on the date and time above written.

1. Call to Order

Chair Harari called the Women's Commission to order at 12:07 P.M.

2. 12:07 P.M. Roll Call

Present 4 - Vice Chair Laura E. Ward, Member Guadalupe Cazarez,
Chair Leonela Harari, and Member Stefanie Diaz

Absent 2 - Member Amy Fuentes, and Member Olivia Adams

3. Approval of the Agenda

On motion of Vice Chair Ward, seconded by Member Cazarez, that the above be APPROVED. The motion carried by the following vote:

Aye: 4 - Vice Chair Ward, Member Cazarez, Chair Harari and
Member Diaz

Absent: 2 - Member Fuentes and Member Adams

4. Approval of Minutes

4.-A. [ID 24-503](#) Approval of minutes for February 29, 2024, special meeting.

On motion of Member Diaz, seconded by Member Cazarez, that the

above Action Item be **APPROVED**. The motion carried by the following vote:

Aye: 4 - Vice Chair Ward, Member Cazarez, Chair Harari and Member Diaz

Absent: 2 - Member Fuentes and Member Adams

5. Staff Updates:

Council Assistant Gallardo announced that staff has met with the subcommittees and are moving forward with the current scholarship recipients that will be receiving awards.

6. Subcommittee Reports

6.A. [ID 24-505](#) Scholarship Subcommittee Update

Vice Chair Ward announced the scholarship program application period was extended until April 1, 2024; after the period closed, we received over 100 applications; identified an initial 44 scholarship recipients to move forward to receiving awards; distributed a list of proposed recipients to the members that are present at the meeting.

Council Assistant Gallardo announced there were 44 scholarship recommendations from both Member Ward and Member Cazarez; suggested to proceed without the recommendations of Member Fuentes, whose recommendations will be proceeded at a later time.

6.B. [ID 24-511](#) Hygiene Product Subcommittee Update

Member Diaz announced that the Feminine Hygiene Product Subcommittee is going well. The grant applications are being sent out to communities that are in need of feminine hygiene products. The application is extended to April 12, 2024 at 5 pm.

Council Assistant Gallardo reported that the Feminine Hygiene Product Subcommittee is requesting a special meeting on April 17, 2024 to proceed with their organizations that they have received.

7. Member Updates:

Member Diaz requested staff to notify the members of the commission if there's businesses or nonprofits that they can be involved in; announced that the commission had been receiving good feedback; mentioned the application for the Feminine Hygiene Product application is extended to April 12, 2024 at 5 pm.

8. Public Comment - Members of the public may address the Commission regarding items that are not listed on the agenda but within the subject matter jurisdiction of the Commission. Each person is limited to a three (3) minute presentation. Anyone wishing to be placed on an agenda for a specified topic should contact the City Clerk at least seven (7) days prior to the desired date. Commission action on unscheduled items, if any, shall be limited to referring the item to a future meeting.

Upon call, there were no public comments.

9. Action Items:

9.A. [ID 24-513](#) Direction to reallocate the 2024 Grant Funding

Council Assistant Gallardo recommended that \$15,000 goes towards the Scholarship Program and \$12,537.25 goes to Feminine Hygiene Product Program for reallocation; reported the funds were originally allocated in the staff salaries/wages, creation of a website, and marketing materials.

On motion of Vice Chair Ward, seconded by Member Diaz, that the above Action Item be APPROVED. The motion carried by the following vote:

Aye: 4 - Vice Chair Ward, Member Cazarez, Chair Harari and Member Diaz

Absent: 2 - Member Fuentes and Member Adams

9.B. [ID 24-507](#) Recommendations of Scholarship Award Recipients and direction to award recipients and scholarship amounts

Council Assistant Gallardo gave the members a list of names of the 44 recipients who were selected by Vice Chair Ward and Member Diaz; recommends to proceed with 44 scholarships with the recommendation of a later time to decide with Member Fuentes' scholarship applications; expected Member Fuentes' 20 selected awardees be brought up during the

special meeting with the Feminine Hygiene subcommittee for next week; reported that staff should have a total of 64 applicants; recommended the members to create \$625 for 80 scholarship applicants altogether.

On motion of Member Diaz, seconded by Member Cazarez, that the above Action Item be APPROVED. The motion carried by the following vote:

Aye: 4 - Vice Chair Ward, Member Cazarez, Chair Harari and Member Diaz

Absent: 2 - Member Fuentes and Member Adams

- 9.C.** [ID 24-512](#) Direction regarding Marketing Items Budgeted in State Grant/Spending on Marketing Items

Council Assistant Gallardo reported there is \$1,000 to spend on marketing materials; recommended that the funds are spent to purchase shirts, polos, jackets, and a tablecloth; staff will provide each of the members a set.

Vice Chair Ward suggested for future meetings the members can recommend community events so the commission are able to engage with the public.

On motion of Member Diaz, seconded by Vice Chair Ward, that the above Action Item be APPROVED. The motion carried by the following vote:

Aye: 4 - Vice Chair Ward, Member Cazarez, Chair Harari and Member Diaz

Absent: 2 - Member Fuentes and Member Adams

10. Discussion Items:

- 10.A.** [ID 24-504](#) Discussion regarding the 2024 Grant Status

Council Assistant Gallardo announced there is an extension for the grant funding until July 31, 2024; all funds will need to be spent by that month.

Chief of Staff Lopez suggested members of the commission to plan ahead before July 31, 2024 if wanting to sponsor a table for community events.

Vice Chair Ward encouraged members of the commission to contact Council Assistant Gallardo and Chief of Staff Lopez with various events for consideration by the commission by email.

Chair Harari suggested staff to email the members of the commission the link of event, name of event, the fee, and the date.

10.B. [ID 24-506](#) Discussion regarding the 2024 Scholarship Program Status

Council Assistant Gallardo discussed there will be 44 applicants that will be contacted this week to ensure they are all able to fill out their W-9 form; for the applicants who aren't able to fill out their W-9 form will be reported to the Scholarship Subcommittee either to move forward or be replaced.

10.C. [ID 24-510](#) Discussion regarding the scholarship award presentation at an upcoming City Council meeting

Council Assistant Gallardo discussed proceeding once Member Fuentes have given us a given day and selecting the other awardees; the check and certificate will be given on a set day; there will be a staff member outside of the Council Chambers to check in awardees as well as after the presentation; encouraged the awardees to participate; after the presentation, no checks will be handed out; staff will verify identification and a completed W-9 form then obtaining the checks from the Finance Department to award the scholarships.

Vice Chair Ward directed staff to notify Member Fuentes there will be a total of 26 awardees to look forward to this week.

Chief of Staff Lopez mentioned there is no set date for the scholarship award presentation until receiving the W-9 forms.

11. Adjournment

The Women's Commission meeting adjourned at 12:37 pm.

The above minutes were approved by unanimous vote of the Women's Commission during the April 17, 2024, special meeting with Member Harari absent.

