



City of Fresno

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

Meeting Minutes - Final 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

Thursday, February 29, 2024

12:00 PM

In Person, 2nd Floor, Room
2165A

Special Meeting

The Women's Commission met in special session on the 2nd Floor, Room 2165A, at Fresno City Hall on the date and time above written.

1. Call to Order

Vice Chair Ward called the meeting to order at 12:08 P.M.

2. 12:08 P.M. Roll Call

Present 5 - Vice Chair Laura E. Ward, Member Guadalupe Cazarez, Member Stefanie Diaz, Member Amy Fuentes, and Member Olivia Adams

Absent 1 - Chair Leonela Harari

3. Approval of the Agenda

On motion of Member Adams, seconded by Member Fuentes, that the above be **APPROVED**. The motion carried by the following vote:

Aye: 5 - Vice Chair Ward, Member Cazarez, Member Diaz, Member Fuentes and Member Adams

Absent: 1 - Chair Harari

4. Approval of Minutes

4.-A. [ID 24-334](#) Approval of minutes for January 23, 2024, regular meeting.

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

Aye: 5 - Vice Chair Ward, Member Cazarez, Member Diaz, Member Fuentes and Member Adams

Absent: 1 - Chair Harari

5. Staff Updates:

Chief of Staff Lopez announced the approval for an extended deadline of July 31, 2024, for the Women's Recovery Grant. Recommended the kickoff for the Women's Scholarship Program be in March since its Women's History Month. The members will work on the application once they approve who the award will go to. Staff will work on getting everyone's contact info, W-9 forms, and sending out the awards.

Senior Deputy City Clerk Mac announced the Office of the City Clerk is providing a meeting procedures training on February 29, 2024 at 5:30 pm regarding Training for Boards & Committees; reminded the members that their 700 forms will be due no later than April 2, 2024.

6. Member Updates:

Vice Chair Ward announced the commission continues to have a vacancy for District 4 commissioner position; encouraged to let members of the community know to be able to get some applicants for the vacant position.

7. Public Comment

Upon call, the following member of the public addressed the Commission: David Taub. There were no other comments from the public.

8. Discussion Items:

8.-A. [ID 24-343](#) Status of Funding from Prior Year

Chief of Staff Lopez mentioned the grant from the previous year received was for \$25,000 that came from the California Commission. With those funds, the Women's Commission created the Scholarship Program. A remaining balance of \$35.25 would need to be moved and utilized during

the year of 2024.

8.-B. [ID 24-340](#) Status of the State Grant

Council Assistant Gallardo reported the last year's grant for the Women's Commission's budget has \$100,000 in total which the Women's Commission can use for the July 31, 2024 extension; recommended a reallocation to programs for the items within the budget including the Personnel website, marketing materials and administrative expenses; only \$1,000 remain in the account for the marketing including \$14,000 go back into the programs; suggests to lower the administrative expenses to \$1,000 and putting \$4,000 into the programs.

8.-C. [ID 24-344](#) Marketing Items Budgeted in State Grant/Spending on Marketing Items

Council Assistant Gallardo recommended spending \$1,000; suggested the members to only continue shirts for the members and remove the canopy and table cloth from the marketing items.

8.-D. [ID 24-336](#) Hygiene Product Committee Update

Chief of Staff Lopez announced the Hygiene Product Committee was not able to meet prior to this meeting due to lack of attendance and hoped to meet as soon as possible

Vice Chair Ward had brought a copy of the original grant application including the narrative on how the grant should be spent.

8.-E. [ID 24-337](#) Scholarship Committee Update

Council Assistant Gallardo Comments. The Scholarship Committee was able to meet and discuss other scholarships that are available for women and girls. contacted had sent the applications to high schools and chairs of university departments.

Vice Chair Ward Comments. The Women's Commission was able to provide some other scholarships that the other community members reviewed. The scholarship application includes academic and professional achievements, extracurricular activities in school, or volunteer work in the community.

Discussed that last year's application was very brief, was open for a week and had 300 applicants. Requested \$40,000 to put towards scholarships

and would like to serve at least 50 individuals. Directed the staff to implement additional questions into the prior year scholarship application. Attempted to serve both individuals who were entering Undergraduate education as well as through graduate, low-income, immigrant or refugee, individuals that identify as women of color, and LGBT members.

Member Fuentes Comments. It is critical to ask more questions on the scholarship applications.

9. Action Items:

9.-A. [ID 24-341](#) Reallocation of Funds in State Grant Budget per City Attorney Recommendation

Council Assistant Gallardo recommended the reallocation of some of the funds to the Feminine Hygiene Products Program and the Scholarship Program including the salaries, wages, and some of the supply materials and equipment money.

Member Diaz motioned to amend the reallocation of \$27,500 to the scholarship program and \$35.25 to the Feminine Hygiene Products Program. Motion FAILED for lack of second.

Vice Chair Ward suggested to move the money from last year's funds to the Feminine Hygiene Product Program.

Member Adams requested the funds be reallocated to the Feminine Hygiene Products Program.

Member Fuentes motioned to reallocate the funds to the programs and continue in April to discuss.

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

Aye: 5 - Vice Chair Ward, Member Cazarez, Member Diaz, Member Fuentes and Member Adams

Absent: 1 - Chair Harari

9.-B. [ID 24-342](#) Women's Commission Scholarship Program

Vice Chair Ward directed staff to have the scholarship application available online along with physical copies at City Hall by March 1, 2024; announced to serve at least 50 individuals for the 2024 cycle.

Member Adams suggested a two to three week time frame to close the application period for a reasonable amount of time.

Council Assistant Gallardo discussed the deadline of hearing back, voting process, and applicants receiving a call about their acceptance to the scholarship.

Member Diaz motioned to close the scholarship application on March 23, 2024 at 5:00 P.M.

On motion of Member Diaz, seconded by Member Adams, the above AGENDA was APPROVED. The motion carried by the following vote:

Aye: 5 - Vice Chair Ward, Member Cazarez, Member Diaz, Member Fuentes and Member Adams

Absent: 1 - Chair Harari

10. Adjournment

The Women's Commission adjourned at 12:44 P.M.

The above minutes were approved by unanimous vote of the Women's Commission during the April 10, 2024, regular meeting with Member Adams and Member Fuentes absent.