

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

AGENDA DATE:
PUBLIC HEARING DATE:

CONTACT PERSON(S) NAME AND PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? ____ YES ____ NO

PRIMARY DEPARTMENT:

SECONDARY DEPARTMENT:

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

WHEREAS, the City of El Paso seeks to improve the quality of life and protect the rights of women in El Paso; and

WHEREAS, advancing gender equity and justice, increasing access to education and health, and supporting women's full participation in government are key factors in reducing poverty, increasing the well-being of women and creating fair, safe and secure communities; and

WHEREAS, the City of El Paso desires to identify and address inequities that women face; and

WHEREAS, the City of El Paso, in order to better recognize the rights and meet the needs of women, desires to provide greater cooperation, communication, and coordination of functions and services on a citywide basis.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Women's Commission is hereby established to serve as an advisory body to the City Council concerning the needs and issues of women in the El Paso Region and shall recommend legislative initiatives, policies, programs, studies and projects designed to alleviate inequities that may confront women in social, health, education, economic, vocational pursuits and to help eliminate discrimination on the basis of sex in all phases of American society that are within the purview of City Council.

1. Membership

- a. The Women's Commission shall consist of nine members, one appointed by each member of City Council.
- b. Each member of the Commission must be:
 - i. Eighteen years or older and reside in the City of El Paso;
 - ii. Must reside in the district for which the member has been nominated;
 - iii. Appointed based on their in-depth knowledge, interest, and experience in issues affecting women in the non-profit sector, business, socio-economic, education, childcare, legal rights, healthcare, housing, domestic and sexual violence and pay equity; and
 - iv. Not be involved in litigation against the City of El Paso.
- c. For the purposes of this Commission, a member is required to fulfill the requirements of board membership as prescribed by the City charter:
 - i. The member must have been a resident of the City of El Paso at least six months prior to their appointment; and
 - ii. Not be in any financial obligation to the City of El Paso.

- d. A random number draw will determine the roles of Board Chair and Vice-Chair.
 - i. An individual may serve no more than one two-year term in the role of Board Chair or Vice-Chair.

2. Terms

- a. Every member shall serve a two (2) year term that will begin in September and continue into August for two calendar years. An individual may serve no more than two (2) two-year terms on the Commission.
- b. Vacancies that occur due to reasons other than an expiration of a term are allowed to be filled by the appointing Member of City Council for the remainder of the unexpired term, as it applies to their own appointment slot. If appointed to fulfill an unexpired term, an individual may also serve two full two-year terms on the Commission.
- c. Each member will be eligible to serve no more than two (2) terms.
- d. The first terms of the Women's Commission are to begin in September 2022 and will be filled every two years thereafter as prescribed by section 2(a) of this resolution.
- e. At the time the term of office of any member expires, the member shall continue to serve until his successor is appointed and qualified, or until thirty (30) days have passed following the expiration of the term, whichever event occurs first. Any holding over past the thirty (30) day period is prohibited, and after that time a vacancy shall exist.

3. Quorum

- a. Quorum will be achieved when a majority of all members appointed at a given time are present; provided that number is not less than three.

4. Duties

- a. The Women's Commission shall act as an advisory body to the City Council, and shall;
 - i. Advise the City Council on issues impacting the Women of the City, which are within the purview of the El Paso City Council;
 - ii. Advise the City Council on practices that ensure equality in City programs, services, policies and practices for all persons; and
 - iii. Perform other duties as assigned by City Council.
- b.
 - i. The City Manager will designate a City department to provide administrative and technical support and to serve as the recording secretary to the Board.

- c. The first order of business for the newly created Women's Commission is to vote on the acceptance of an annual Women's Commission Strategic Document provided by the City of El Paso to be used as a guide for the operations of that year's Board.
- i. The Women's Commission Strategic Document will also provide the rules and regulations that will govern the Board.
 - ii. The rules and regulations from the Strategic Document will be consistent with the Charter of the City of El Paso, its ordinances, or the overall missions of the Women's Commission to improve the quality of life and protect the rights of women in El Paso and being a resource to the City Council and City Manager.
- d. At the end of each Board term, or at least annually, the Women's Commission shall submit an annual report on their activities for the year and present this report at a regular City Council meeting.
5. Effective Date. This resolution shall take effect immediately from and after its passage in accordance with the Charter of the City of El Paso.

PASSED AND APPROVED this _____ day of _____, 2022.


THE CITY OF EL PASO:

Oscar Leeser, Mayor

ATTEST:

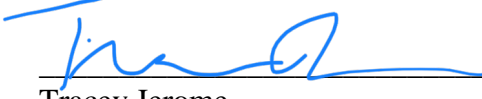
Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Karla Munoz
Assistant City Attorney

APPROVED AS TO CONTENT:



Tracey Jerome
Senior Deputy City Manager