



Commission for Women and Girls Advisory Authority Overview

9/25/2024

Introduction to Role of Advisory Commissions



The City of Long Beach's boards and commissions system provides the opportunity for Commissioners to interact creatively with people of all ages, interests, and backgrounds.



It is important that Commissions ensure that a wide variety of viewpoints from the rest of the community are considered when commissions make recommendations to the City Council.



Commissioners should treat these widely varying viewpoints of other commissioners and members of the public with respect so that all residents are encouraged to participate in government.



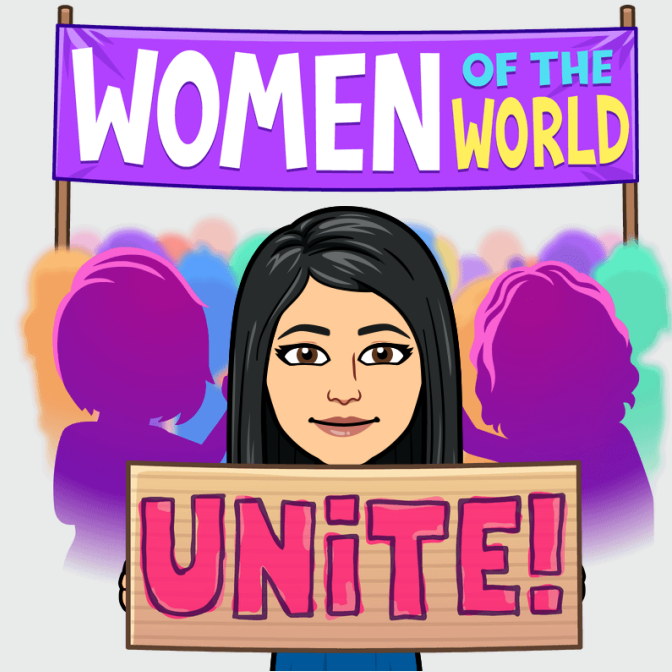
Advisory Commissions provide recommendations for the City Council to consider, and thereafter, at their discretion, make formal adoptions.



Text derived from *Authorities, Boards, Commissions, and Committees Handbook*, revised 7/28/2023

Section 2.45.030 of the Long Beach Municipal Code:

- A. To **gather information and evaluate the needs and concerns** of women and girls in Long Beach within the broader context of gender equity;
- B. To **inform and advise the City Council on issues and inequities** affecting women and girls in Long Beach;
 - 1. **Recommend changes related to gender equality** in existing City policies, programs and practices;
 - 2. **Recommend new policies, programs and practices** that promote and ensure equal rights and opportunities for all genders;
 - 3. **Recommend protecting and promoting visibility for women** who are mothers, caregivers or older adults;
 - 4. **Identify matters** of discrimination, prejudice, health and safety;
 - 5. **Encourage the participation, visibility and leadership** of all women and girls.



Section 2.45.030 of the Long Beach Municipal Code:

- C. To **recommend policy changes using an intersectional feminist lens**, ensuring that women's overlapping identities, including but not limited to race, ethnicity, sexual orientation, age, disability, class, religion, and marital status, are considered in decision-making related to City policies, programs, practices and resource allocation;
- D. **To consult and coordinate with other public agencies**, commissions, and organizations serving women and girls on matters related to the Commission;
- E. **To conduct studies and surveys on the status of women and girls** related to gender equity, as requested by the Mayor and City Council, and provide a report back to the City Council thereafter;
- F. **To submit a report to the City Council annually** that details the status and progress on activities and recommendations.



Advisory Duties

Section 2.45.060 of the Long Beach Municipal Code:

A. The Commission **shall make only advisory recommendations** to the City Council related to establishing and maintaining equal rights, equity, social justice, representation, and opportunities for all regarding gender, specifically serving women and girls who live or work in Long Beach.

C. **Recommendations from the Commission shall follow the established processes set by the City Manager** for advisory commissions, committees, and boards to transmit their recommendations to the City Council.



Presenting Recommendation to Council

- When a commission wishes to transmit a **recommendation** to the Mayor and City Council, they work with their Department Staff Liaisons to **submit a memorandum to the City Manager for the Mayor and City Council**.
- The recommendation should be **formally approved by the body of the commission**.
- The memorandum to the City Manager will be placed online once transmitted. This ensures transparency as the **recommendation is made publicly available**.
- Councilmembers and the Mayor may then add the recommendation from a commission to a Council agenda if they so choose. The City Manager can also sponsor the item at his discretion.



Text derived from *Authorities, Boards, Commissions, and Committees Handbook*, revised 7/28/2023

Examples

- 1) Recommendation to approve a memorandum to the Mayor and City Council regarding ***adoption of new City policy related to promotion of equal rights for all genders in Long Beach.***
- 2) Recommendation to approve a memorandum to the Mayor and City Council regarding ***changes to City Policy No.____ regarding the need to increase gender equality.***



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