

**MINUTES OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
SUB-COMMITTEE ON A PROPOSED SMOKING BAN IN MONROVIA PARKS
HELD WEDNESDAY, NOVEMBER 4, 2015**

CONVENE: Chair Matthews convened the sub-committee meeting of the Community Services Commission on the Proposed Smoking Ban in Monrovia Parks on Wednesday, November 4, 2015 at 7:40 p.m. in the Community Center Monroe Room, Monrovia, California. Staff in attendance: Public Services Director Tina Cherry, Library & Recreation Manager Kerri Zessau, Senior Administrative Assistant Tina Wells.

ROLL CALL: In attendance: Commissioners Dittmar, Vice-Chair Yuille, and Chair Matthews. Commissioners Hirsch, Mills, Ulm and Wong ~ Absent/Excused.

PUBLIC INPUT: None

DISCUSSION: City Council requested that the Community Services Commission develop a sub-committee to investigate a Potential Smoking Ban in Monrovia Parks.

DEFINE OBJECTIVES:

1. Compile a list of the known health risks (direct and in-direct) related to tobacco use
2. Assess what other neighboring agencies have adopted and ensure we are conforming to ensure continuity in the San Gabriel Valley
3. Recognize all Monrovians and ensure we are being all-inclusive
4. Define facilities that may be impacted should an ordinance be adopted
5. Review and advise on ordinance revisions to include all tobacco products
6. Develop park signage and define an enforcement plan should an ordinance be adopted

IDENTIFY STAKEHOLDERS:

1. Ensure we are including everyone
2. Regular park users - Create a flyer for distribution to those using the park to attend a special Community Services Commission meeting to discuss the proposed ban
3. Suggested partners to attend the special meeting may include
 - a. Monrovia Police Department
 - b. Monrovia Unified School District
 - c. Los Angeles County Health Department
 - d. Monrovia Coalition to Reduce Teen Smoking
 - e. Glendale Adventist Medical Center
 - f. Library Board Members
 - g. Merchants
 - h. Boys & Girls Club
 - i. YMCA
 - j. City Park Rangers

PROCESS/FUTURE MEETINGS

1. Reconvene sub-committee on December 2 at 7:45 p.m. to verify direction
 - o Confirm Objective
 - o Confirm Stakeholders
 - o Draft message for distribution for special meeting
 - o Draft special meeting agenda
2. Host a special Community Services Commission meeting to gather feedback from stakeholders (Mid-January)
3. Reconvene sub-committee the week following the special meeting to discuss what was heard and determine next step

ADJOURNMENT: The Community Services Commission sub-committee on a proposed No Smoking Ban in Monrovia Park was adjourned at 8:45 p.m.