



**Human Rights Commission
Regular Meeting
July 20, 2023
Hybrid Meeting
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:30pm**

Agenda Packet Attachments

1. Agenda
2. 06-15-2023 DRAFT Regular Meeting Minutes
3. OHR Staff Report

Attachment 1



**Human Rights Commission
AGENDA
Regular Meeting
July 20, 2023
Hybrid Meeting
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:30pm**

Please take Notice that this hybrid meeting of the Human Rights Commission is for the purposes of planning, developing, and drafting management and administration documents for the Human Rights Commission. This hybrid meeting will be a limited public forum to discuss the agenda items presented below and to ensure the continuity of services provided by the Commission. The Commission Chair may limit public comments or discussion points that are unrelated to agenda items or that pertain to topics outside the scope of this Agenda. This will be a hybrid meeting open to the public, and registration information for remote participation is available at www.charlottesville.gov/zoom.

The Commission welcomes comments and questions and commits to listening carefully and thoughtfully to what is presented. A maximum of sixteen public comment time slots are allotted per meeting. Each speaker will have three minutes to speak. The Commission requests that members of the public refrain from engaging in personal attacks against Commissioners and staff members and asks that comments and questions focus on matters related to human rights within the City.

1. WELCOME

- a. CALL TO ORDER
- b. ROLL CALL
- c. MISSION (recited by all): *Act as a strong advocate to justice and equal opportunity by providing citywide leadership and guidance in the area of civil rights.*
- d. Notice: For members of the public participating virtually, if you experience technical difficulties, you may call 434-970-3115, and a staff person will assist you.

2. MATTERS BY THE PUBLIC

- a. PUBLIC COMMENT (Webinar attendees use the "raise hand" function, phone attendees use *9)
- b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC

3. MINUTES

- a. 06-15-2023 HRC Regular Meeting Minutes*

4. BUSINESS MATTERS

- a. PRESENTATION and Q&A: Charlottesville Salvation Army Expansion
- b. CHAIR UPDATE
- c. OHR STAFF REPORT

5. WORK SESSION

- a. ACTION UPDATES
 - i. Reports from Commission liaisons to housing groups
- b. CONFIRMATION OF NEXT WORK SESSION ON 08-03-2023 (Note: Director will be out of town)
- c. NEW BUSINESS
 - i. Legislative Agenda Recommendations to Council: planning for expert panel in August

6. MATTERS BY THE PUBLIC

- a. PUBLIC COMMENT (Webinar attendees use the "raise hand" function, phone attendees use *9)
- b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC

7. COMMISSIONER UPDATES

8. NEXT STEPS & ADJOURN

*** ACTION NEEDED**

Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call the ADA Coordinator at (434) 970-3182 or submit a request via email to ada@charlottesville.gov. The City of Charlottesville requests that you provide a 48-hour notice so that proper arrangements may be made.

Martha's Rules of Order
As adopted by the HRC on February 20, 2020

1. The proposal is presented. Clarifying questions are taken.
 - a. Proposal should always be in writing.
2. Friendly amendments are offered. Discussion is allowed only on the amendments.
 - a. Amendments should be prepared in advance when possible.
3. Speakers in favor of the proposal present their views.
 - a. This is not a time for debate.
 - b. Time limits should be set and enforced.
4. Speakers in opposition to the proposal present their views.
 - a. This is not a time for debate.
 - b. Time limits should be set and enforced.
5. General discussion and/or debate OR small group discussion time on the proposal is allowed.
 - a. Time limit on discussion is set by the group.
 - b. Facilitator helps group identify key issues.
 - c. Motion to table or refer is in order and requires $\frac{3}{4}$ vote.
6. First vote is taken.
 - a. People vote
 - i. In favor of the proposal, or
 - ii. Can live with the proposal, or
 - iii. Opposed to the proposal.
 - b. If a majority of those present votes "in favor" or "can live with," proceed to Step 8.
 - c. If less than a majority of those present votes "in favor" or "can live with," proposal dies.
7. Those voting in opposition are allowed to state their objections and concerns.
 - a. No discussion is allowed, only clarifying questions.
8. The second vote is taken as in Step 6.
 - a. It takes a majority of those present to override objections and pass the proposal.

Attachment 2



**Human Rights Commission
Meeting Minutes
Regular Meeting
June 15, 2023
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:30 pm**

Click [HERE](#) to access rebroadcasts of past Human Rights Commission meetings on YouTube.

Click [HERE](#) to access an archive of past Human Rights Commission work on the City website.

1. WELCOME

- a. CALL TO ORDER
 - i. Chair, Jessica Harris, called the meeting to order at 6:53pm
- b. ROLL CALL
 - i. Jessica Harris (virtual)
 - ii. Mary Bauer
 - iii. Jeanette Abi-Nader
 - iv. Wolfgang Keppley
 - v. Kathryn Laughon
 - vi. Andrew Orban
 - vii. Lyndelee Von Schill (virtual)
- c. MISSION (recited by all): *Act as a strong advocate to justice and equal opportunity by providing citywide leadership and guidance in the area of civil rights.*

2. MATTERS BY THE PUBLIC

- a. PUBLIC COMMENT
 - i. None
- b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
 - i. None

3. MINUTES

- a. Review of work session minutes from 05/04/2023
 - i. Vote
 - 1. In favor: 4
 - 2. Opposed: 0
 - 3. Abstained: 3
 - ii. Motion to approve minutes passes
- b. Review of regular meeting minutes from 05/18/2023
 - i. Minutes listed as 06/12/23 in this meeting's agenda is a typo; should be 05/18/23
 - ii. Vote
 - 1. In favor: 6
 - 2. Opposed: 0
 - 3. Abstained: 1
 - iii. Motion to approve minutes passes

4. BUSINESS MATTERS

- a. CHAIR UPDATE

- i. Would like Commissioners to offer more comments and engagement during pauses in in-person meetings, as was the case when meetings were held entirely virtually
 - ii. Expresses gratitude to Todd for presenting the CY2022 Annual Report to Council
 - iii. Notes that she preferred the OHR to present the report to Council since they created it, but offers HRC's support in report and presentation duties if necessary
 - 1. Director says that next time, he can ask ahead whether Council would like a representative from the Commission to be present
 - 2. Commissioner suggests that Commissioners be present to submit annual legislative recommendations to Council
 - a. These are usually written and sent directly, though Commissioners could join during public comment to draw attention to the recommendations
 - b. To be put on the Council agenda, there needs to be about two months of advance notice
 - c. Another Commissioner supports presenting the recommendations to Council since other letters and writings often do not receive a response
 - d. Director says that late August/early September is typically when legislative recommendations should be submitted
 - i. Commissioner knows that there is no availability in agenda items until September at the earliest, so **Todd will ask about the early September agenda**
 - ii. Commissioners may still present their recommendations during public comment
- b. OHR STAFF REPORT
 - i. HRC Director
 - 1. OHR is currently working on minimizing the navigational load for staff
 - a. In May, 91% of staff's time was spent on navigational services for one or two individuals
 - 2. Investigator hiring process is underway
 - 3. Began incorporating chart of HRC actions for the year in the staff report
 - ii. OHR Outreach & Administrative Specialist
 - 1. Completed the animated OHR video
 - a. Is about 2 minutes long and features the voices of individuals from the OHR, Hope to Hope, and Downtown Job Center
 - 2. The video will be shown at the Office of Equity & Inclusion Open House
 - a. **Victoria will send the flyer to the Commission**
 - b. RSVP is not necessary, but helpful to get an accurate number for refreshments
 - 3. Juneteenth parade on June 17 at the Jefferson School from about 7 or 8am to 3pm

- a. OHR was going to table with the Albemarle Office of Equity and Inclusion, but the OHR was told those who table for Juneteenth should be African American
 - i. They will still bring the OHR's materials
 - 4. OHR is participating in community events with Region 10 and PHAR
 - 5. Beginning to work on tabling at Pride and Cville Sabroso like the previous year
- iii. Commissioner asks why the number of incoming and outgoing contacts seems to have tripled in May
 - 1. There have been a couple individuals who asked for substantial support, which the OHR ultimately had to turn away
 - 2. Has resulted in thinking about new protocols for these types of situations
- iv. Commissioner asks about status of FHAP workshare
 - 1. Director had wanted to first focus on the 2022 Annual Report and Investigator
 - 2. There is a pending FOIA request from HUD to get the estimate on cases the OHR would be receiving based on the past 5 years
 - 3. OHR staff have begun revising the Ordinance again
 - 4. Goal to get on Council's agenda in late fall/early winter of this year
 - a. Could ask Council at the same time as asking about the HRC presenting legislative recommendations

5. WORK SESSION

- a. DRAFT Resolution A23-1 Housing Advocacy Priorities (1)
 - i. Commissioner ask about official "Whereas" format
 - 1. When the Commission passed the Plain Language Resolution, it chose to write all resolutions in plain language from the beginning
 - ii. This is not being sent to City Council, though all Commission work is viewable by the public
 - iii. Commissioner suggests changing second action bullet to "Advocate to City Council to enact policies that will put into practice each of the above recommendations, including preserving and increasing Charlottesville's racial diversity, housing equity, and affordable housing"
 - 1. Commissioners support this change
 - iv. Commissioner points out red text in the fifth action bullet
 - 1. Commissioner suggests to change bullet point to "Work to undo racial discrimination codified in our zoning with a focus on the creation of substantially more housing, with an emphasis on affordable housing, such as work to support the rezoning efforts underway in the City"
 - a. Commissioners support this change
 - v. With these two changes, the Commission supports the resolution as is
 - vi. Vote
 - 1. In favor: 7
 - 2. Opposed: 0

- 3. Abstained: 0
 - vii. Motion to approve resolution passes
 - viii. Completed document will be emailed to the Chair for a signature
- b. Action updates
 - i. Kathryn says there is coalition including Livable Cville that is working on a consensus letter about supporting zoning code changes and providing suggestions for improvement with regards to more affordable, equitable housing
 - 1. Will come out in the next week or so and is looking for signatures
 - 2. Asks Commission if Chair could sign this letter on behalf of the Commission
 - 3. Commission supports this
 - 4. Kathryn will send Chair the letter sign when it comes out
 - a. Director confirms this is allowed
 - ii. Jeanette – Cville Plans Together Steering Committee meeting
 - 1. Had their final meeting during which they reviewed the third module of the zoning ordinances
 - a. End of a two-year community engagement process
 - 2. Presentation is available online, and Jeanette can share it
 - 3. Documents are easily digestible
 - iii. Jeanette – PHA meeting
 - 1. No one was present when she tried to log on
- c. DRAFT Resolution A23-1 Housing Advocacy Priorities (2)
 - i. Commissioner notices that A23-1 has numerous specific action priorities that may be unrealistic for the Commission
 - ii. Suggests reviewing these bullet points to decide on the year's work plan
 - iii. Commissioner says that she sees the priorities more as work that the Commission can support rather than work that the Commission takes on itself; suggests tweaking the resolution's language to reflect this
 - iv. Commissioner says she is fine keeping it as is and moving toward a work plan that reflects the resolution
 - 1. Another Commissioner is in agreement
- d. Discussion of next work session
 - i. Next work session would take place 07/06/23
 - ii. Kathryn says she cannot attend the next work session, but suggests that the Commission discuss legislative priorities
 - 1. Could put it on the work session agenda with time limits, since Council has historically taken little action from legislative recommendations
 - 2. Have a time limit unless the Commission finds something it really to which it wants to devote its energy
 - iii. Commissioner says there is often no follow-up on the legislative priorities the HRC suggests, so says it could be good to be present at the General Assembly session to support legislation that supports Charlottesville
 - 1. Commissioners cannot go directly to the General Assembly
 - 2. Director says it is the HRC's role is to advise Council rather than be independent from Council
 - a. Suggests following the HRC's annual focuses and

- consulting existing resources to guide its legislative recommendations
 - b. Can then talk about strategies to present the recommendations, as well as talk to Councilors, to draw attention to them
 - c. It is necessary to be consistent and bring up things multiple times to be effective
 - iv. Commissioner asks if the HRC is permitted to CC local delegates in the recommendations they send to Council
 - 1. Director advises Commission to think about how to best foster a working relationship between the Commission and Council
 - v. Commissioner says she is having trouble following the progression of the meeting's conversation
 - 1. Suggests following Todd's advice regarding legislative recommendations
 - vi. Chair asks whether Commission would like to hold a work session on 07/06/23
 - 1. Kathryn, Jeanette, and Andy will not be available this day
 - 2. Commissioner suggests moving the meeting to the following week, but it would be difficult to move this standing meeting time due to other bodies' reservations
 - 3. Commissioners agree to not meet due to the low number of attendees, though they will definitely hold a work session in August
 - 4. Commissioner suggests holding the work session during the regular meeting in July
 - a. Also supports having legislators speak about priorities, though this will be difficult given the Commission will not know who would come speak
 - 5. Commissioners decide to not hold a work session on 07/06/23 and instead move it to during the regular meeting on 07/20/23
 - a. Will talk about legislative priorities and strategies to foster a working relationship with Council

6. MATTERS BY THE PUBLIC

- a. PUBLIC COMMENT
 - i. None
- b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
 - i. None

7. COMMISSIONER UPDATES

- a. None

8. NEXT STEPS

- a. **Todd**
 - i. **Ask about early September Council agenda item for the HRC's presentation of legislative priorities**
 - ii. **Ask about FHAP revisions presentation date for Council**
 - iii. **Modify A23-1 and send to Jessica for signing**
- b. **Victoria**
 - i. **Send Commissioners flyer for Open House and upcoming tabling opportunities, as well as partner events**
- c. **Jessica**

- i. Sign off on Resolution A23-1
 - ii. Sign zoning coalition letter on behalf of the Commission
 - d. Kathryn
 - i. Send Jessica the zoning coalition letter when it comes out
 - e. Jeanette
 - i. Send Commission the third module presentation slides from Cville Plans Together
 - f. Next work session
 - i. During regular meeting on 07/20/23
- 9. **ADJOURN**
 - a. Meeting adjourned at 7:58pm

Pending HRC Approval

Attachment 3

Office of Human Rights
OHR Monthly Report
July 2023

Service Provision Data:

- Current status
 - All data entered through June2023
 - Partial Data entered for July 2023
- Updates
 - We have added a new measure that counts total number of individuals served for the year.
 - We are always doublechecking data. If you see some of the numbers change when we report next month, it may be because we caught an error.

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
<i>Open office days in the month</i>	22	20	21	22	23	20	22	22	20	23	22	20	257
<i>Total Incoming & Outgoing Contacts</i>	261	179	220	285	640	382	75	0	0	0	0	0	2042
<i>Total Incoming Contacts</i>	198	118	146	215	429	244	36	0	0	0	0	0	1386
<i>Average Incoming & Outgoing Contacts/Day</i>	12	9	10	13	28	19	3	0	0	0	0	0	8
<i>Average Incoming Contacts/Day</i>	9	6	7	10	19	12	2	0	0	0	0	0	5
<i>Total Unique Individuals Served (rough count due to some anonymous contacts)</i>													183
<i>Contacts in Spanish</i>	2	10	6	2	0	2	0	0	0	0	0	0	22
<i>Total Staff Follow-ups (Outgoing)</i>	23	32	29	28	64	64	22	0	0	0	0	0	262
<i>Total Third-Party Contacts (Outgoing)</i>	40	29	45	42	147	74	17	0	0	0	0	0	394
<i>Total Individual Follow-ups (Incoming)</i>	130	51	81	130	211	143	26	0	0	0	0	0	772
<i>Total Third-Party Contacts (Incoming)</i>	50	32	49	65	201	90	5	0	0	0	0	0	492
<i>Total Inquiries (Incoming)</i>	18	33	15	20	16	11	5	0	0	0	0	0	118
<i>Total Complaints (Incoming)</i>	0	2	1	0	1	0	0	0	0	0	0	0	4
<i>Total Duration of all Incoming and Outgoing Contacts</i>	64.41	43.05	52.27	54.54	111.76	54.81	9.22	0.00	0.00	0.00	0.00	0.00	390.06
<i>Total Duration of Conciliation Activity Contacts</i>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<i>Total Duration of Informal Dialogue Contacts</i>	0.50	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.58
<i>Total Duration of Information Contacts</i>	2.68	0.64	3.38	3.54	1.22	2.50	0.00	0.00	0.00	0.00	0.00	0.00	13.96
<i>Total Duration of Intake Activity Contacts</i>	1.94	7.41	3.44	3.99	10.49	4.87	1.13	0.00	0.00	0.00	0.00	0.00	33.27
<i>Total Duration of Investigation Activity Contacts</i>	1.65	1.73	0.75	2.24	0.56	0.16	0.16	0.00	0.00	0.00	0.00	0.00	7.25
<i>Total Duration of Mediation Activity Contacts</i>	4.08	0.91	0.25	0.65	1.40	4.21	0.08	0.00	0.00	0.00	0.00	0.00	11.58
<i>Total Duration of Navigation & Advocacy Contacts (All Staff)</i>	53.56	32.28	44.45	44.12	98.09	41.36	6.31	0.00	0.00	0.00	0.00	0.00	320.17
<i>Total Duration of Navigation & Advocacy Contacts (TN)</i>	25.83	26.38	34.31	21.25	73.09	21.17	4.62	0.00	0.00	0.00	0.00	0.00	206.65
<i>Total Duration of Navigation & Advocacy Contacts (VM)</i>	27.07	5.74	9.39	19.18	13.12	5.70	0.00	0.00	0.00	0.00	0.00	0.00	80.20
<i>Total Duration of Navigation & Advocacy Contacts (TN & VM)</i>	0.25	0.00	0.75	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.08
<i>Total Duration of Navigation & Advocacy Contacts (LG)</i>	0.08	0.16	0.00	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.32
<i>Total Duration of Navigation & Advocacy Contacts (SK)</i>	0.00	0.00	0.00	3.03	8.88	13.16	1.69	0.00	0.00	0.00	0.00	0.00	26.76

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Total Duration of Navigation & Advocacy Contacts (GH)	0.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.33
Total Duration of Navigation & Advocacy Contacts (TN & SK)	0.00	0.00	0.00	0.50	3.00	1.33	0.00	0.00	0.00	0.00	0.00	0.00	4.83
Duration N&A Contacts (All Staff) out of Duration of All Contacts (%)	83%	75%	85%	81%	88%	78%	82%	0%	0%	0%	0%	0%	83%
Total Duration of N&A Application Assistance Contacts	0.00	0.08	0.00	0.00	0.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.66
Total Duration of N&A AG OCR Liaison Contacts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Duration of N&A City Agency Liaison Contacts	1.98	0.00	0.00	0.00	0.73	0.74	1.16	0.00	0.00	0.00	0.00	0.00	4.61
Total Duration of N&A Clerical Support Contacts	0.00	0.00	0.00	0.00	2.16	1.30	0.25	0.00	0.00	0.00	0.00	0.00	3.71
Total Duration of N&A CRHA Liaison Contacts	0.65	3.73	3.57	9.92	5.02	0.98	0.08	0.00	0.00	0.00	0.00	0.00	23.95
Total Duration of N&A Crisis Response Contacts	0.00	0.00	0.00	0.00	7.59	0.25	0.00	0.00	0.00	0.00	0.00	0.00	7.84
Total Duration of N&A DPOR Liaison Contacts	0.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.40
Total Duration of N&A EEOC Liaison Contacts	1.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.25
Total Duration of N&A Housing Navigation Contacts	32.04	21.27	24.77	31.89	61.47	13.33	0.98	0.00	0.00	0.00	0.00	0.00	185.75
Total Duration of N&A Legal Aid Liaison Contacts	1.82	0.49	1.58	0.00	1.72	7.38	2.81	0.00	0.00	0.00	0.00	0.00	15.80
Total Duration of N&A Mental Health Navigation Contacts	5.74	3.16	5.25	3.07	10.00	3.84	0.40	0.00	0.00	0.00	0.00	0.00	31.46
Total Duration of N&A Other Agency Liaison Contacts	1.24	1.53	3.33	9.55	9.44	1.40	0.00	0.00	0.00	0.00	0.00	0.00	26.49
Total Duration of N&A Other Contacts	14.67	5.67	14.93	10.25	8.70	4.83	1.22	0.00	0.00	0.00	0.00	0.00	60.27
Total Duration of N&A Translation Services Contacts	0.00	0.00	0.00	1.25	0.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.75
Total Duration of N&A Safe Space Contacts	0.00	0.00	0.00	0.00	23.50	11.25	0.00	0.00	0.00	0.00	0.00	0.00	34.75
Total Incoming & Outgoing Navigation & Advocacy Contacts	178	121	156	218	573	256	43	0	0	0	0	0	1545
Total Incoming & Outgoing Navigation & Advocacy Contacts (VM)	65	34	44	73	20	23	0	0	0	0	0	0	259
Total Incoming & Outgoing Navigation & Advocacy Contacts (TN)	109	85	111	120	479	168	24	0	0	0	0	0	1096
Total Incoming & Outgoing Navigation & Advocacy Contacts (LG)	1	2	0	1	0	0	0	0	0	0	0	0	4
Total Incoming & Outgoing Navigation & Advocacy Contacts (GH)	2	0	0	0	0	0	0	0	0	0	0	0	2
Total Incoming & Outgoing Navigation & Advocacy Contacts (SK)	0	0	0	22	73	61	19	0	0	0	0	0	175
Total Incoming & Outgoing Navigation & Advocacy Contacts (TN & SK)	0	0	0	1	1	4	0	0	0	0	0	0	6
Total Incoming & Outgoing Navigation & Advocacy Contacts (TN & VM)	1	0	1	1	0	0	0	0	0	0	0	0	3
Percentage: Navigation & Advocacy out of Total Contacts	68%	68%	71%	76%	90%	67%	57%	0%	0%	0%	0%	0%	76%
Total N&A Application Assistance Contacts	0	1	0	0	2	0	0	0	0	0	0	0	3
Total N&A AG OCR Liaison Contacts	0	1	0	0	1	0	3	0	0	0	0	0	5
Total N&A City Agency Liaison Contacts	8	0	0	0	7	5	3	0	0	0	0	0	23
Total N&A Clerical Support Contacts	0	0	0	0	7	12	1	0	0	0	0	0	20
Total N&A CRHA Liaison Contacts	6	9	7	35	28	7	9	0	0	0	0	0	101
Total N&A Crisis Response Contacts	0	0	0	0	25	1	0	0	0	0	0	0	26
Total N&A DPOR Liaison Contacts	5	0	0	0	0	0	0	0	0	0	0	0	5
Total N&A EEOC Liaison Contacts	2	0	0	0	0	0	0	0	0	0	0	0	2
Total N&A Housing Navigation Contacts	100	64	103	147	432	94	8	0	0	0	0	0	948
Total N&A Legal Aid Liaison Contacts	7	4	3	0	12	63	14	0	0	0	0	0	103
Total N&A Mental Health Navigation Contacts	11	3	9	7	37	25	5	0	0	0	0	0	97
Total N&A Other Agency Liaison Contacts	7	3	15	47	109	25	5	0	0	0	0	0	211
Total N&A Other Contacts	45	31	45	64	70	54	10	0	0	0	0	0	319
Total N&A Translation Services Contacts	0	0	0	1	1	0	0	0	0	0	0	0	2
Total N&A Safe Space Contacts	0	0	0	0	4	12	0	0	0	0	0	0	16

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Total Inquiries: P.A. - Employment	2	7	4	5	4	4	3	0	0	0	0	0	29
Total Inquiries: P.A. - Housing	9	14	6	7	5	0	1	0	0	0	0	0	42
Total Inquiries: P.A. - Public Accommodation	0	2	0	0	3	0	0	0	0	0	0	0	5
Total Inquiries: P.A. - Credit	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Inquiries: P.A. - Private Education	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Inquiries: P.A. - Other (Unprotected)	7	10	5	8	4	7	1	0	0	0	0	0	42
Total Complaints: P.A. - Employment	0	1	0	0	1	0	0	0	0	0	0	0	2
Total Complaints: P.A. - Housing	0	1	1	0	0	0	0	0	0	0	0	0	2
Total Complaints: P.A. - Public Accommodation	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Complaints: P.A. - Credit	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Complaints: P.A. - Private Education	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Complaints: P.A. - Other (Unprotected)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Employment Inquiries & Complaints	2	8	4	5	5	4	3	0	0	0	0	0	31
Employment inquiries & complaints in Charlottesville	0	3	3	1	1	2	1	0	0	0	0	0	11
Employment inquiries in Albemarle Co.	0	2	1	1	3	0	2	0	0	0	0	0	9
Employment inquiries in other and unspecified localities	0	2	0	3	1	2	0	0	0	0	0	0	8
Total Housing Inquiries & Complaints	9	15	7	7	5	0	1	0	0	0	0	0	44
Housing inquiries & complaints in Charlottesville	2	8	3	3	3	0	0	0	0	0	0	0	19
Housing inquiries in Albemarle Co.	1	3	1	1	2	0	0	0	0	0	0	0	8
Housing inquiries in other and unspecified localities	3	3	2	3	0	0	1	0	0	0	0	0	12
Total Public Accommodation Inquiries & Complaints	0	2	0	0	3	0	0	0	0	0	0	0	5
Public accommodation inquiries & complaints in Charlottesville	0	1	0	0	2	0	0	0	0	0	0	0	3
Public accommodation inquiries in Albemarle Co.	0	1	0	0	1	0	0	0	0	0	0	0	2
Public accommodation inquiries in other and unspecified localities	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Credit Inquiries & Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0
Credit inquiries & complaints in Charlottesville	0	1	0	0	2	0	0	0	0	0	0	0	3
Credit inquiries in Albemarle Co.	0	0	0	0	0	0	0	0	0	0	0	0	0
Credit inquiries in other and unspecified localities	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Private Education Inquiries & Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0
Private education inquiries & complaints in Charlottesville	0	1	0	0	2	0	0	0	0	0	0	0	3
Private education inquiries in Albemarle Co.	0	0	0	0	0	0	0	0	0	0	0	0	0
Private education inquiries in other and unspecified localities	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Other (Unprotected) Inquiries & Complaints	7	10	5	8	4	7	1	0	0	0	0	0	42
Other (Unprotected) inquiries & complaints in Charlottesville	0	2	3	3	3	1	0	0	0	0	0	0	12
Other (Unprotected) inquiries in Albemarle Co.	1	1	0	1	0	2	1	0	0	0	0	0	6
Other (Unprotected) inquiries in other and unspecified localities	4	6	2	4	1	3	0	0	0	0	0	0	20
Total I&C: P.C. - Age	0	1	1	1	0	1	0	0	0	0	0	0	4
Total I&C: P.C. - Elderliness (Housing)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total I&C: P.C. - Disability	2	6	4	1	1	0	0	0	0	0	0	0	14
Total I&C: P.C. - Marital Status	0	0	0	0	0	0	0	0	0	0	0	0	0
Total I&C: P.C. - National Origin	0	5	0	0	2	0	1	0	0	0	0	0	8
Total I&C: P.C. - Pregnancy	0	0	0	0	0	0	0	0	0	0	0	0	0

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Total I&C: P.C. - Childbirth or Related Medical Conditions	0	0	0	0	0	0	0	0	0	0	0	0	0
Total I&C: P.C. - Familial Status (Housing)	0	1	0	0	0	0	0	0	0	0	0	0	1
Total I&C: P.C. - Race	1	3	1	1	1	0	1	0	0	0	0	0	8
Total I&C: P.C. - Color	0	1	0	1	0	0	0	0	0	0	0	0	2
Total I&C: P.C. - Religion	0	1	0	0	0	0	0	0	0	0	0	0	1
Total I&C: P.C. - Sex	0	1	0	0	0	0	0	0	0	0	0	0	1
Total I&C: P.C. - Gender Identity	1	0	0	1	1	0	0	0	0	0	0	0	3
Total I&C: P.C. - Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Total I&C: P.C. - Source of Funds (Housing)	1	0	0	0	0	0	0	0	0	0	0	0	1
Total I&C: P.C. - Veteran Status	0	0	0	0	0	0	0	0	0	0	0	0	0
Total I&C: P.C. - Not specified	8	17	9	16	12	10	3	0	0	0	0	0	75
Total I&C: P.C. - Other (Unprotected)	5	2	3	1	0	0	0	0	0	0	0	0	11
Total Contacts resulting in Referrals	5	5	4	14	7	6	3	0	0	0	0	0	44
Referrals to AG OCR	0	1	0	3	4	1	1	0	0	0	0	0	10
Referrals to AIM	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to APS	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to CPS	1	0	0	0	0	0	0	0	0	0	0	0	1
Referrals to CRHA	0	0	0	3	0	1	0	0	0	0	0	0	4
Referrals to CVLAS	1	0	1	1	2	1	2	0	0	0	0	0	8
Referrals to DBHDS	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to DLC	0	1	0	0	0	0	0	0	0	0	0	0	1
Referrals to DOJ	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to DJC	1	0	0	0	0	0	0	0	0	0	0	0	1
Referrals to DPOR	0	0	1	0	0	0	0	0	0	0	0	0	1
Referrals to EEOC	0	0	0	1	0	0	1	0	0	0	0	0	2
Referrals to H2H	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to HIL	1	0	0	6	0	0	0	0	0	0	0	0	7
Referrals to PHA FOC	1	0	0	0	0	0	0	0	0	0	0	0	1
Referrals to DHS	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to IP	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to LAJC	2	2	1	1	2	4	2	0	0	0	0	0	14
Referrals to N2Work	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to PHA	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to Ready Kids	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to R10	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to CRL	2	1	1	4	1	0	0	0	0	0	0	0	9
Referrals to SARA	0	0	0	0	1	0	0	0	0	0	0	0	1
Referrals to SHE	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to SB	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to UVA WC	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to Other	1	0	0	0	0	0	0	0	0	0	0	0	1
Total Contacts related to Community/Systemic Issue	5	4	0	7	1	0	0	0	0	0	0	0	17

[illegible]

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Total Pub. Accom. Comp.: P.C. - Childbirth or R.M.C.	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Race	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Color	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Sex	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Veteran Status	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Not specified	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Other (Unprotected)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Open Inquiries	0	2	0	0	0	3	0	0	0	0	0	0	5
Total Closed Inquiries	18	31	15	20	16	8	5	0	0	0	0	0	113
Total Open Complaints	0	2	0	0	0	0	0	0	0	0	0	0	2
Total Closed Complaints	0	0	1	0	1	0	0	0	0	0	0	0	2
Reason for Complaint Closure: Conciliation	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Court Action	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Informal Resolution	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: No Response	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Non-jurisdictional	0	0	1	0	1	0	0	0	0	0	0	0	2
Reason for Complaint Closure: Private Counsel	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Referred Case	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Settlement	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Withdrawal	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Inquiry Closure: Informal Resolution	0	1	0	0	0	0	0	0	0	0	0	0	1
Reason for Inquiry Closure: Navigation Only	12	21	13	16	15	8	4	0	0	0	0	0	89
Reason for Inquiry Closure: No Response	6	9	2	3	1	0	1	0	0	0	0	0	22
Reason for Inquiry Closure: Referral	0	0	0	1	0	0	0	0	0	0	0	0	1
Primary Service: Case Coordination	0	0	0	0	0	14	16	0	0	0	0	0	30
Primary Service: Conciliation Activity	0	0	0	0	0	0	0	0	0	0	0	0	0
Primary Service: Informal Dialogue	1	1	0	0	0	0	0	0	0	0	0	0	2
Primary Service: Information	23	8	38	22	11	27	1	0	0	0	0	0	130
Primary Service: Intake Activity	20	37	23	31	40	44	12	0	0	0	0	0	207
Primary Service: Investigation Activity	8	8	2	8	7	2	2	0	0	0	0	0	37
Primary Service: Mediation Activity	31	4	1	6	9	39	1	0	0	0	0	0	91
Primary Service: Navigation & Advocacy	178	121	156	218	573	256	43	0	0	0	0	0	1545

Administrative Updates:

- Fair Housing Assistance Program (FHAP) workshare agreement
 - Staff have prepared a rough draft of an amended Human Rights Ordinance based on the feedback provided by HUD.
 - Next step is to schedule a review with the City Management and City Attorney's Office before presenting to HUD for another informal review.
- Fair Employment Practices Agency (FEPA) workshare agreement
 - On hold until the FHAP certification is complete.
 - The FHAP agreement provides substantial opportunities and resources to expand and improve the OHR, whereas the FEPA increases workload with insufficient support to increase staffing or training.
- OHR Staffing
 - The Director is working with the Human Resources Department to update the job description for the Investigator ahead of posting.

Reporting:

Report	Status
CY2022 HRC & OHR Annual Report	Completed and presented to Council on June 5, 2023. We will submit an amended report after noting a few data errors.
CY2023 First Quarter Report to Council	Submitted to Council on April 25, 2023.
CY2023 Second Quarter Report to Council	Submitted to Council on July 18, 2023.
CY2023 Third Quarter Report to Council	Anticipated submission simultaneous with October 2023 monthly report to HRC.

Active Complaints:

Case #	Protected Activity	Protected Class(es)	Status
2020-2	Housing	Race	Investigation completed and determination in progress.
2021-4	Employment	Sex	Investigation in progress.
2021-5	Employment	Sexual Orientation, Race	Investigation in progress.
2022-6	Housing	Color, Race	Mediation in progress.
2022-7	Housing	Color, Race	Administratively closed. Complainant could not be reached for over 30 days.
2022-(8)	Public Accommodation	Color, National Origin, Race	Prima facie assessment and fact-gathering in progress.
2022-9	Employment	Age, Sex	Respondent declined mediation, moving to investigation.
2023-(2)	Employment	Religion, National Origin	Prima facie assessment and fact-gathering in progress.
2023-3	Housing	Race	Mediation in progress.
2023-4	Housing	Age, Disability, Elderliness	Mediation in progress.
2023-5	Employment	Color, Race	Mediation in progress.

Outreach Updates:

- Our Open House on July 7 went great!
- These are our next planned outreach events. Please let me know if you would like to participate in any of these events:

Date	Time	Event	Location	Organizer
7/28/2023	TBA	Community Connection	TBA	Region 10
8/1/2023	5:30 - 8PM	National Night Out	IX Art Park	CPD
8/4/2023	TBA	<i>Westhaven Day</i>	<i>Westhaven</i>	TBA
8/19/2023	TBA	Fall Youth Carnival	TBA	PHAR
8/29/2023	10AM - 7PM	Chihamba	Booker T Washington Park (1001 Preston Ave.)	Chihamba
9/16/2023	2 - 9PM	Sabroso	Booker T Washington Park (1001 Preston Ave.)	Sin Barreras
9/17/2023	10AM - 7PM	Pride	IX Art Park	Cville Pride
9/19/2023	TBA	Back to School Bash	Ting Pavilion	TBA
9/30/2023	TBA	Fall Festival	TBA	CHPC2
8/11/2023	TBA	Soul of Cville	IX AP	TBA
8/12/2023	TBA	Soul of Cville	IX AP	TBA
8/13/2023	TBA	Soul of Cville	IX AP	TBA

- Some notes on these events:
 - Westhaven Day: Would any Commissioner be willing to take on a tabling shift that day? OHR Staff unable to be present.
- The OHR Video is finally complete, and it is up on City Social Media! You can find it on City of Charlottesville's social media.

HRC Work Summary:

Date	Roles (Sec. 433)	Duties & Responsibilities	HRC Annual Focus	Primary Action	Summary & Analysis
4/20/2023	Sec. 2-433. (b) Awareness and Guidance	Sec. 2-435 Systemic issues	Policies that preserve diversity, equity, and affordability in housing	Research	Commissioners vote to approve the HRC Liaisons to Local Housing Organizations plan. Commissioners are assigned a housing-related organization in the city whose meetings the Commissioner regularly attends and acts as a liaison. Commissioners report back the meetings' content to the HRC to stay informed about what housing resources are available, know how the HRC could be taking action, and develop relationships with key figures in the city.
5/18/2023	Sec. 2-433. (f) Commission Policies	Sec. 2-435 Systemic issues	N/A	Policy Review	The HRC adopted proposed amendments to its Rules & Procedures. The most significant proposed amendments included adapting language surrounding annual election and strategic planning meetings to reflect reality and specified the creation of ad-hoc committees to allow the HRC to keep committees only when needed.
6/15/2023	Sec. 2-433. (b) Awareness and Guidance	Sec. 2-435 Systemic issues	Policies that preserve diversity, equity, and affordability in housing	HRC Resolution	The HRC adopted Resolution A23-1 about its priorities going forward concerning housing and the Commission's stance regarding rezoning with an equity focus. It uses this resolution to help shape its work plan going forward.
7/6/2023	Sec. 2-433. (c) City Policies	Sec. 2-435 Systemic issues	Zoning that emphasizes more affordable housing	Letter of Support	Following Commissioner outreach to Livable Cville, the HRC voted to approve adding the HRC's name to a sign-on letter to City Council, the Planning Commission, and NDS Director James Freas. The letter included support for adoption of a zoning code that addresses affordable housing and historical inequities through medium intensity zoning, revised inclusionary zoning regulations, flexibility to support new affordable housing construction, and incentivized construction that incorporates energy-saving and energy-producing technology.