



Human Rights Commission
Regular Meeting
August 17, 2023
Hybrid Meeting
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:30pm

Agenda Packet Attachments

1. Agenda
2. DRAFT 07-20-2023 Regular Meeting Minutes
3. DRAFT 08-03-2023 Work Session Minutes
4. OHR Staff Report

Attachment 1



Human Rights Commission

AGENDA

Regular Meeting

August 17, 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.

Each year, the Commission provides recommendations to City Council regarding state-level legislative priorities the Commission believes Council should include in its annual legislative agenda. This year, the Commission has chosen housing as its primary focus area. The Commission has invited a panel of individuals to this meeting who possess expertise in housing issues facing the local community. Each panelist will have eight minutes to provide information or suggestions related specifically to state-level legislative priorities they wish the Commission to consider when making recommendations to Council. To ensure that all panelists have an opportunity to present, there will be no matters by the public sections during this meeting. Additionally, Commissioners will hold questions for panelists until after all panelists have presented. Panelists are encouraged to remain present to answer questions following the presentations.

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. MINUTES

- a. 07-20-2023 Regular Meeting Minutes*
- b. 08-03-2023 Work Session Minutes*

3. BUSINESS MATTERS

- a. CHAIR UPDATE
- b. OHR STAFF REPORT

4. WORK SESSION

- a. HOUSING LEGISLATION PANEL (8-minute presentations with 2-minute transitions between speakers)
 - i. 6:45pm – 6:55pm: Kimberly Fontaine, Alliance for Interfaith Ministries (AIM)
 - ii. 6:55pm – 7:05pm: John Sales, Charlottesville Redevelopment and Housing Authority (CRHA)
 - iii. 7:05pm – 7:15pm: Emily Dreyfus, Charlottesville Low Income Housing Coalition (CLIHC)
 - iv. 7:15pm – 7:25pm: Liz Nyberg, People and Congregations Engaged in Ministry (PACEM)
 - v. 7:25pm – 7:35pm: Katie Dardenne, Livable C-ville
 - vi. 7:35pm – 7:45pm: Anna Mendez, The Haven
- b. COMMISSIONER QUESTIONS FOR PANELISTS
- c. CONFIRMATION OF NEXT WORK SESSION ON 09-07-2023

5. 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
July 20, 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 6:37 pm
- b. ROLL CALL
 - i. Jessica Harris
 - ii. Ernest Chambers
 - iii. Mary Bauer
 - iv. Wolfgang Keppley
 - v. Kathryn Laughon
 - vi. Suzanne Lynn
 - vii. Lyndele Von Schill
- 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 Regular Meeting minutes from 06/15/2023
 - i. Vote
 - 1. In favor: 5
 - 2. Opposed: 0
 - 3. Abstained: 2
 - ii. Motion to approve minutes passes

4. BUSINESS MATTERS

- a. Presentation and Q&A with Capt. Mark Van Meter: Charlottesville Salvation Army Expansion
 - i. The Salvation Army is working on a building campaign to expand its Ridge St. location
 - ii. The Salvation Army provides services in the form of emergency assistance with utilities, food baskets, meals, clothing, etc.
 - 1. Food kitchen on Ridge St. served about 60,000 meals last year
 - iii. A Salvation Army needs survey concluded that the current building does

- not have enough capacity to address current need in the community
- iv. The Salvation Army has launched a \$22 million community capital fundraising project with the intent to become a primary provider of social services in the community
 - v. Capt. Van Meter presents proposed building plans for the new facility
 - 1. Current residents will stay in place until the new primary facility is constructed, at which point residents will move to the new facility and the old building will be demolished
 - 2. Black Oak tree currently on the property will be preserved
 - vi. Building information
 - 1. Chapel capacity will remain the same
 - 2. Emergency shelter will go from 58 beds to 114 beds
 - 3. Soup kitchen will go from 80 seats to 120 seats
 - 4. Transitional housing will go from 9 to 7 units, but no change in number of beds
 - 5. Additional increase in multi-purpose room space and classroom/meeting room capacity
 - vii. Goal to break ground by early summer 2024, then complete the entire project in about 20 months
 - viii. Q&A
 - 1. Commissioner asks about Salvation Army's commitment to equitable access to services, especially for LGBTQIA-identifying individuals
 - a. Mission statement says that the Salvation Army does not refuse service based on sexual orientation, gender, religious background, etc.
 - b. There is a room in the current shelter dedicated to LGBTQ+ individuals, and there are already plans to have that room in the new project, as well
 - c. Another Commissioner asks whether the Salvation Army is committed to allowing gay families to stay together as other families are permitted to do
 - i. Capt. Van Meter says the Salvation Army will provide opportunities for families of any sexual orientation to stay together
 - d. Another Commissioner asks for clarification about the room for LGBTQ+ families
 - i. LGBTQ+ families would be provided a traditional apartment if they are in the traditional program; if there is an individual who identifies as transgender, staff will discuss their security with them
 - 1. Transitional apartments, if available, will still be useable by LGBTQ+ individuals
 - 2. Commissioner asks what people need to do to access services and remain in good standing, and which policies are imposed by the organization versus local, changeable policies
 - a. All policies are filtered through Social Services

- departments in the divisional level in DC and territorial level in Atlanta; the Salvation Army tries to adhere to national policies in their state programs
- b. One variation in the current shelter is setting up a more intensive case management system to help individuals set goals and eventually remove the need for staying in the shelter, which has become an issue in the past
 - c. Commissioner asks about front-end screening, requirements, and activities
 - i. Only current requirement is that there is an available bed for incoming individuals
 - ii. Future requirement that will likely not be implemented until construction is completed is that individuals will arrive on a 21- or 28-day emergency shelter status during which they will meet with case workers and show that they are moving forward on their goals
 - iii. There is occasional drug and alcohol testing
 - iv. Individuals are assessed as they come; they are permitted to use substances so long as usage does not interfere with non-disruptive communication with staff and other residents
 - v. The efficacy of casework is shown by Capt. Van Meter's previous 36-bed shelter, during which over 200 individuals gained financial stability in 3 years
3. Commissioner asks about the economic makeup of Capt. Van Meter's previous shelter location
- a. The Panhandle of West Virginia is an area comprised of old coal mining and oil communities, and housing was much cheaper than Charlottesville
 - i. Team recognizes this difference and will help individuals find housing
 - b. Capt. Van Meter clarifies that the team is in charge of implementing the policy's details and may return with different needs for the policy to be successful
 - i. Says that an individual's current financial state may not allow them to live in Charlottesville, so it may be necessary to look into other communities
4. Commissioner encourages Capt. Van Meter to further learn about LGBTQ+ issues, as there have been concerns about the Salvation Army in the past regarding equitable treatment
- a. Capt. Van Meter says there will be a new Social Service Director position who will oversee social services of the Salvation Army; he will make it a priority for them to engage with the LGBTQ+ community
 - b. Another Commissioner asks if an apartment is not available, whether a transgender woman would be

housed with women and allowed to use female restrooms, etc.

- i. The Salvation Army will follow federal and state laws; offers to connect the Commission with headquarters
 - ii. Intends to engage with each individual about their own specific needs
 - c. Commissioner asks Capt. Van Meter for a more detailed answer on the equitable treatment of transgender individuals and says that she personally would not support the expansion of a facility that runs on a discriminatory basis
 - i. Capt. Van Meter will send his response to Victoria or the HRC
5. Commissioner says that language is important, and that Charlottesville has specific needs that Capt. Van Meter and the Salvation Army must be aware of
6. Commissioner asks how the number of beds for the new shelter was decided, and whether there are any limitations imposed by the property is designed for future expansion
 - a. There is a small area for future expansion, but there probably will not be room for beds there; in an emergency situation, the multipurpose room could accommodate more beds, but the apartments will remain largely unchanged once the building is constructed
 - b. Could possibly build upward eventually, if money is available
7. Courtney Brown, staff person of the Office of Equity and Inclusion, asks if there is intent to include other organizations in the 21- or 28-day case management plan
 - a. She frequently works with community members who have previously been unhoused or incarcerated and believes it is important for organizations to work together
 - b. Capt. Van Meter clarifies that the time-capped plan will depend on each individual person's situation, and at the end of the 21 days, case workers will meet with the individual about how they are doing—the 21 days is not meant to be a limit of how long they are allowed to stay
 - c. Offers to meet once he is back in town
 - d. Would also like the new Social Service Director to focus on community organization partnerships
8. Commissioner asks how the Salvation Army will serve non-English speakers and whether they have an immigration status policy
 - a. Capt. Van Meter would like to have staff members who are bilingual in the future; so far, community members have helped serve non-English speaking individuals

- b. The shelter would need to run background checks on individuals for sexual violence and violence, but undocumented individuals are also welcomed and can work with case workers on their chosen goals
- 9. OHR Outreach Specialist acknowledges that the Salvation Army is the only shelter open year-round; asks about opportunities for collaboration so that this is not the only organization providing beds
 - a. There is no project currently in place
 - b. The Salvation Army's Advisory Board is very involved, and acquiring funding for satellite/winter shelters may be a good project to take up with them
 - i. It is all dependent on funding and resource staffing
- 10. Commissioner asks if there is a list of things that individuals must do when they arrive at the shelter
 - a. Capt. Van Meter is not completely sure of the intake process yet
 - i. Will send this information out
 - b. The shelter must do a basic-level sex offense background check
 - c. Another Commissioner asks whether all incoming individuals are given a background check
 - i. The shelter applies background checks and substance tests to every individual; they are not targeted
- 11. HRC Director asks how many of the 114 beds are congregate shelter versus individual rooms, as some individuals have needs that make congregate shelter difficult
 - a. There are 58 beds currently are divided between male and female
 - b. 56 beds will be added, with no loss of beds in the reduced 7 transitional apartments
 - c. Director asks whether there will still be more bunk beds than single beds
 - i. Congregate housing will like cubicles with three walls and a set of bunks on each side (four beds per cubicle) with storage space
 - ii. Each dorm floor will have multiple cubicles
- 12. Commissioner asks about the capacity of each transitional apartment
 - a. Currently, there are four apartments with one bedroom and two apartments with two bedrooms
 - b. In the new shelter, there will be seven units, each with two bedrooms
- 13. Commissioner asks what the capacity of the shelter will be once construction begins
 - a. The current building will remain with full capacity during construction of the new building

14. Commissioner asks what concerns and needs the public has raised about this project
 - a. Capt. Van Meter expects capacity to be full quickly in the new shelter
 - b. One concern has been the position of the parking lot; the parking lot exit is near the driveways of residents on 4th street, so the Salvation Army is considering options to maintain manageable traffic flow
 - c. Commissioner asks about consideration of the playground
 - i. Capt. Van Meter says the closest playground is in Tonsler Park, so he says it would be important to upgrade this playground for children in the program
 - ii. The Salvation Army cares about security and wants the new facility to be more secure than the previous through a gate and additional security for playgrounds
 - iii. If the project were to receive a grant for a new playground, Capt. Van Meter could write it into the construction plans for the new facility
15. Capt. Van Meter welcomes concerns and recommendations directly to him, which he will relay to his team
 - a. The Commission would like follow-up regarding intake processes and the treatment of LGBTQ+ individuals
 - b. Commissioner asks what would happen if an individual arrived who spoke a language other than English or Spanish
 - i. Currently, the shelter would probably try to use online translation programs like Google
 - ii. Could also reach out to staff at the divisional office in emergency concerns
 - iii. Once there is more case management, there is a need for staff on hand who can provide translation services
- ix. Chair asks Commission for their thoughts on recommending the project to Council
 1. Commissioner asks what the role of the HRC is in ensuring that the Salvation army treat people equitably
 - a. Director says that if someone is pursuing housing there and feels they have been discriminated against, they can file a complaint with the OHR
 - b. If an individual files with the OHR and the OHR's investigation determines there being no reasonable cause, the individual may appeal to the Commission and the Commission can hold an appeal hearing
 - c. Commissioner would like to see the Salvation Army's policies in writing to ensure the Commission agrees with them

- d. Another Commissioner would personally like to see an explicit non-discrimination statement for LGBTQ+ individuals, as well as a Language Access Plan
 - e. Another Commissioner reminds Commission that Capt. Van Meter is new to the area and has yet to determine the community's specific needs
- 2. Chair says that the letter to Council supporting or not supporting the project is a time-sensitive matter
- 3. Commissioner would like to support the project so long as the Salvation Army commits to non-discrimination of LGBTQ+ individuals
 - a. Another Commissioner would like to give Capt. Van Meter a chance to respond to the Commission about their concerns within the next month
- 4. Future Council vote is about a special use permit for the project—the Commission has about two weeks to submit a letter
- 5. Director notes that the Commission could support the expansion while also requesting a clear policy
 - a. Commissioner says she personally would not support housing construction that is discriminatory against LGBTQ+ individuals
 - b. Another Commissioner notes that the proposal has already been met with contention, and asks at what point the Commission would be satisfied with the Salvation Army to support the shelter
 - c. Chair notes that Capt. Van Meter could get back to the Commission soon with more detailed answers; asks the Commission what they now need
 - i. Commissioner says that she would like an explicit non-discrimination statement
 - ii. Another Commissioner says she would be comfortable writing a letter of support for the project while also saying it wants the non-discrimination statement
- 6. Director says the first reading of the special use permit request occurs at the 8/7 Council meeting, and calls attention to the Ordinance Sec. 2-435(d) which states that the Commission can, upon majority vote, request the Director file a complaint of discrimination in situations where there is no named complainant
 - a. Therefore, the Commission can still hold the Salvation Army accountable later on
- 7. Commissioner notes that Salvation Army USA has a non-discrimination statement on their website, which is what the Commission will likely receive as a response
 - a. Another Commissioner notes this will not suffice for her; she would like clear language and proactivity, as well as examples

- b. Director says the HRC can request a standard operating procedure when an individual presenting as a transgender man/woman seeks shelter
 - 8. Commissioner suggests this request be separate from the letter supporting the special use permit
 - 9. Commissioner says it is inappropriate for the Salvation Army to use another resident for translation
 - a. Would support a letter supporting the special use permit that stipulates there also being a statement to equity and language access
 - b. Another Commissioner adds that these statements should be public
 - 10. Outreach Specialist says that there are undocumented individuals currently at the shelter who successfully been able to access services; it is not acceptable to ask residents to translate, but almost no social services in the City have Spanish-speaking staff
 - a. Salvation Army could use an online language service
 - 11. Commissioner says he does not want to give opposers of the project more reason to prevent it from happening; would like to request the information from Capt. Van Meter and be able to send a letter to Council without contingencies
 - 12. Director says the Commission will have a publicly-noticed work session on 8/3 to be able to discuss the letter's contents
 - a. This would allow Capt. Van Meter time to respond beforehand
 - 13. Mary, Kathryn, Lyndeale, and Wolfgang will draft message requesting a non-discrimination statement
 - a. Jessica will send this to Capt. Van Meter
- b. CHAIR UPDATE
 - i. Would like to set norms regarding meeting flow
 - 1. Returning to in-person meetings has created difficulties, and it would help to have agreement on how discussions occur to maintain organization and respect
 - 2. Commissioner says that she would personally be fine with the Chair creating norms then showing them to the other Commissioners
 - 3. Commissioners agree to all bring ideas for norms to discuss at the next work session
 - 4. Director suggests codifying these norms as a resolution or addition to Rules and Procedures
- c. OHR STAFF REPORT
 - i. Outreach and Administrative Specialist
 - 1. Office of Equity and Inclusion had open house on 7/7/23, which gave the OHR, Home to Hope, and Downtown Job Center community partners to all interact with one another
 - 2. Animated OHR video is complete and posted on the City's Facebook page; will soon be posted to the OHR website
 - a. Trying to get it posted on other platforms, as well

3. There are events coming up that the OHR will be tabling (see calendar in agenda packet):
 - a. Cville Sabroso
 - b. Chihamba
 - c. Pride
 4. On 8/5, the OHR will be tabling at Westhaven Day, though Todd and Victoria will be out of town
 - a. If no Commissioners can attend, Victoria can ask a community partner
 - b. Victoria will send out more information about Westhaven Day, as well as the animated video
 5. Asks if it would be useful to schedule times during the month to talk individually to Commissioners about relevant projects and questions
 - a. Commissioner asks if there are plans to invite the new ADA Coordinator to speak
 - i. Outreach Specialist will be helping Paul Rudacille (ADA Coordinator) on ADA outreach, so getting him to speak with the Commission would be a great idea
- ii. Director
1. Added a number of individuals served section in the monthly data
 2. Says legislative recommendations will occur in September
 - a. General recommendations to Council in October based off work during the year
 - b. Recommends coming up with questions and requesting community members/service providers to answer these questions so that the Commission has a quality product at the end of the year
 - c. Offers the OHR as a way for the HRC to contact other service providers
 3. Will not be present at the next work session

5. WORK SESSION

- a. Reports from Commission liaisons to housing groups
 - i. Wolfgang – Charlottesville DSA
 1. Anti-eviction work is pivoting from trying to connect individuals with existing funds for rent to figuring out how to help tenants facing eviction
 2. VA Equity Center created a tool to visualize landlords by count of eviction (Evictor's Catalogue)
 3. Chair asks for potential actions
 - a. DSA is looking to organize around tenant's rights and organize Know Your Rights session across the City; HRC could potentially try to partner to offer space for them
- b. Confirmation of next work session 08/03/2023
 - i. Will occur at 6:30pm
 - ii. Chair would like to discuss about strategies for creating a product for the

end of the year

- c. NEW BUSINESS: Legislative Agenda Recommendations to Council: Planning for expert panel in August
 - i. Director suggested assembling an expert panel to come up with legislative recommendations
 - 1. There is a list of community partners
 - 2. Asks for ideas of how to create legislative recommendations
 - ii. Director suggests looking at Resolution A23-1 about housing priorities to come up with legislative questions and think of who could answer those questions
 - iii. Commissioner says the Commission could have the option of not submitting any recommendations
 - 1. Would like to ask CLIHC, LAJC, and PHAR what their priorities are
 - iv. Commissioner suggests looking at the recommendations of other organizations and supporting those instead
 - 1. Another Commissioner suggests reaching out to all of the organizations with whom they are currently partnering with liaisons
 - v. Director asks Commissioners to clarify how they would be reaching out to these organizations and whether it would be helpful to invite a Councilor who is working on recommendations to come to a Commission meeting
 - 1. Commissioner suggests simply sending an email
 - 2. Outreach Specialist says Michael Payne used to be very involved in DSA and affordable housing, so he may be a good Councilor to connect with
 - vi. Chair supports idea of inviting expert panel, as well as invite Councilor Payne to a meeting
 - 1. Current list of contacts includes the Charlottesville Public Housing Association of Residents (PHAR), Charlottesville Low-Income Housing Coalition (CLIHC), Livable Cville, the CRHA Board, the Charlottesville Planning Commission, Fifeville Neighborhood Association, the Democratic Socialists of America (DSA), and the Piedmont Housing Alliance (PHA)
 - 2. Commissioner suggests adding LAJC
 - a. Mary will send email reminder to Jessica
 - 3. Jessica will draft message to them explaining the HRC's housing goals and requesting their legislative priorities in a panel discussion
 - a. Todd will help draft
 - 4. Commissioner asks format of panel
 - a. Could be in person or on Zoom
 - b. Each panelist could have five to ten minutes to present their legislative agenda, with time for questions
 - c. Logistics will be TBD, but will include opportunity for presenting, questions, and asking what the Commission can do to support them
 - d. Can also invite Councilor Payne to this discussion

- e. Commissioner asks for a time estimate to tell service providers
- f. This panel is for 8/17/23

6. MATTERS BY THE PUBLIC

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

7. COMMISSIONER UPDATES

- a.

8. NEXT STEPS

- a. All Commissioners
 - i. Prepare ideas for norms for how meetings are run for discussion at next work session
- b. Mary, Kathryn, Lyndele, and Wolfgang
 - i. Draft email to Capt. Van Meter requesting explicit statement of commitment to non-discrimination, as well as other relevant information (note that work session will occur 8/3)
- c. Mary
 - i. Send email to Jessica with LAJC info for panel discussion
- d. Jessica
 - i. Send request for information to Capt. Van Meter
 - ii. Draft email/letter with Todd to service providers requesting their legislative priorities in a panel discussion
 - 1. Also invite Michael Payne
- e. Todd
 - i. Help Jessica draft contact with community organizations
- f. Victoria
 - i. Send Commissioners more information about Westhaven Day, the animated OHR video, and offer of individual meetings with Commissioners
- g. Work Session 8/3/23
 - i. Draft letter to Council supporting special use permit to construct Salvation Army Expansion
 - ii. Discuss norms for meetings
 - iii. Prepare plans for 8/17/23 panel discussion

9. ADJOURN

- a. Meeting adjourned at 8:56 pm

Attachment 3



**Human Rights Commission
Meeting Minutes
Work Session
August 3, 2023
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:30 pm**

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1. WELCOME

- a. CALL TO ORDER
 - i. Chair, Jessica Harris, called the meeting to order at 6:41 pm
- b. ROLL CALL
 - i. Jessica Harris
 - ii. Ernest Chambers (arrived 6:50pm)
 - iii. Mary Bauer (virtual)
 - iv. Wolfgang Keppley
 - v. Kathryn Laughon
 - vi. Suzanne Lynn
 - vii. Lyndele Von Schill
- 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. WORK SESSION

- a. Draft City Council Recommendation for Charlottesville Salvation Army Expansion
 - i. HRC Chair drafted a letter to City Council recommending the Salvation Army expansion
 - ii. Commissioner added an additional sentence to end of letter the Commission wanting the expansion to be equitable and accessible
 - iii. Commissioner raises concerns about letter
 - 1. Prefers not to send letter having not heard back from Capt. Van Meter
 - 2. Letter to Capt. Van Meter requesting additional information had not been sent ahead of this meeting
 - 3. Says this Commission has the specific role to advocate for equitable and fair access to housing
 - 4. Has heard concerns about equity for LGBTQIA+ individuals and individuals with disabilities

5. Expresses that she is not comfortable with sending the recommendation to Council without explicitly addressing equitable access
- iv. Commissioner says that housing is critically important and is a human right
 1. Says the letter can address both need for housing and equitable access
 2. Another Commissioner agrees
 3. Chair would like to send the letter in a timely fashion; is fine with adding stipulation about equitable access
- v. Commissioner is concerned about individuals who may not feel comfortable submitting complaints to the OHR and would like to be proactive in ensuring they receive equal treatment
- vi. Commissioner says he has not heard concerns about the Salvation Army in Charlottesville besides a lack of beds; would like to make sure the Commission supports the expansion and addresses other issues in such a way that does not slow down the construction of the expansion
 1. Recognizes that the Salvation Army has mandates they must follow
 2. Another Commissioner clarifies that the Commission simply wants the Salvation Army to comply with standards they already set rather than specify them do something extra
- vii. Commissioner suggests adding a line in the letter specifically referencing LGBTQ+, non-English speaking, and disabled individuals
 1. Will specify all protected classes
- viii. Commissioner brings up specific concerns that there are separate apartments for LGBTQIA+ individuals without explanation of the context in which LGBTQIA+ individuals use the apartments, as well as specific language used when describing LGBTQ+ individuals
- ix. Commissioners workshop sentence about equitable and accessible emergency housing and discuss their concerns related to Capt. Van Meter's explanations during the previous meeting
- b. *Commission breaks from 7:12pm - 7:18pm*
- c. Continued draft letter discussion
 - i. Commissioners continue to workshop language in the draft letter specifying that the Commission wants the Salvation Army's service be equitable and accessible to specific groups of individuals
 - ii. Commissioners vote to send letter to City Council
 1. In favor: 7
 2. Opposed: 0
 3. Abstained: 0
 4. Motion to send letter passes
- d. Discuss plans for 08/17/23 panel session
 - i. OHR Director provided a list of potential speakers for the panel; Commissioners just must decide the format of the panel and which people to invite
 - ii. Commissioner says not all contacts will have legislative recommendations, so it should work to invite all of the people on the list
 - iii. Purpose of the session is to have community service providers share

what they would like City Council to focus on so that the Commission can create their own list of legislative recommendations to Council

1. Commissioner suggests that with short notice, invitees be allowed to send their recommendations via email
 - a. Should also be specific in framing and make sure invitees know the Commission is asking for what invitees think Council should be prioritizing
- iv. Commissioner suggests setting aside the first hour of the meeting for 6 speakers to present their legislative recommendations (including time for questions) for ten minutes each
 1. Intern says that the September meeting can additionally be used for the presentation session ahead of sending in the HRC's legislative recommendations to Council in October
- v. Presentation session will be six slots for ten minutes each for presentation and follow-up questions
 1. Speakers can attend in-person, on Zoom, or simply send their recommendations via email
 2. OHR staff will send out request with sign-up slots beginning at 6:45 pm
 3. Commissioner suggests asking participants to provide their recommendations in a bulleted list format or in a one- to two-slide presentation
 4. Use language that the Commission is asking speakers for what they would like City Council to prioritize, not necessarily what the organizations are themselves prioritizing in their community
 5. Also note to speakers that the first time slot is given as an estimate (assuming no members of the public speak during the beginning of the meeting), and that even if a speaker cannot attend, the Commission would still like to hear from them
- vi. Commissioners discuss the list of speakers
 1. Commissioner says that the City departments are not allowed to propose legislation in this context
 2. Commissioners decide that Councilor Payne will be invited (just not to speak), and the three listed Charlottesville departments will not be invited to speak, either
- e. Commission helps member of the public get connected to Zoom meeting
- f. Share ideas for group meeting norms
 - i. Chair describes her expectations for meetings (recorded in a document):
 1. Be respectful of the order of the meeting and avoid going back to points from which the Commission has already moved
 2. Raise hand before speaking and wait to be called on by the Chair
 - a. Short reactions without raising hand are okay
 3. Use "I" statements and be respectful of each other
 - ii. Commissioner suggests having name tags/cards with names and pronouns for meetings
 1. Another Commissioner suggests having mission statement on the back of name tags

- iii. Chair explains her intent for setting up group meeting norms
- iv. Commissioner suggests the list of norms be located somewhere easily viewable by Commissioners each meeting
 - 1. Intern suggests that rules be codified in a resolution or in the Rules & Procedures (could go over this as a plain-language resolution next meeting)
- v. Commissioner suggests that the Commission focus on being punctual for meeting start times to be respectful of potential viewers' time

4. MATTERS BY THE PUBLIC

a. PUBLIC COMMENT

i. Callum Von Schill

- 1. Asks whether disability in Charlottesville includes unhoused individuals who use drugs, because the ADA prevents employers from testing for alcohol use (because alcohol use is considered a disability)
- 2. Related to the comments made by the Salvation Army

b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC

i. Commissioners do not have a response to the question at this time

- 1. Commissioner says the Commission should find this out
- 2. Chair says they can follow up with the Salvation Army
- 3. Commissioner clarifies that this is a question pertaining to the Ordinance, which may have a more complicated answer

ii. OHR Community Outreach Specialist says that substance use is covered as a disability by the Ordinance, but the individual must be in some type of recovery program (but this information need not be disclosed)

- 1. **HRC will reach back out to the Salvation Army asking whether they consider drug/alcohol use as a disability, as well as whether they test for it in their facilities**

5. COMMISSIONER UPDATES

a. Ginny (OHR Intern)

- i. Shares plans to conduct research project on VA and country-wide Human Rights Commissions
- ii. Notifies Commissioners she may be reaching out in the future for having research conversations
- iii. Invites Commissioners to share any requests or suggestions for the research

b. Kathryn

- i. Suggests exploring ways for the Commission to amplify voices in the current 10th and Page Dairy Market situation in the city

6. NEXT STEPS

a. Jessica

- i. **Ask Capt. Van Meter about the Salvation Army's consideration of drug/alcohol use as a disability, as well as whether they test for it**

b. Victoria & Ginny

- i. **Send out request for community service providers to speak at the 8/17/23 regular meeting or send recommendations via email**

7. ADJOURN

- a. Meeting adjourned at 8:03 pm

Attachment 4

Office of Human Rights
OHR Monthly Report
August 2023

Service Provision Data:

- Current status
 - All data entered through July 2023
 - Partial Data entered for August 2023
- Updates
 - We are always doublechecking data. If 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	390	231	46	0	0	0	0	2252
<i>Total Incoming Contacts</i>	198	118	146	215	429	252	146	34	0	0	0	0	1538
<i>Average Incoming & Outgoing Contacts/Day</i>	12	9	10	13	28	20	11	2	0	0	0	0	9
<i>Average Incoming Contacts/Day</i>	9	6	7	10	19	13	7	2	0	0	0	0	6
<i>Total Unique Individuals Served (rough count due to some anonymous contacts)</i>													191
<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	27	5	0	0	0	0	272
<i>Total Third-Party Contacts (Outgoing)</i>	40	29	45	42	147	74	58	7	0	0	0	0	442
<i>Total Individual Follow-ups (Incoming)</i>	130	51	81	130	211	151	48	15	0	0	0	0	817
<i>Total Third-Party Contacts (Incoming)</i>	50	32	49	65	201	90	86	15	0	0	0	0	588
<i>Total Inquiries (Incoming)</i>	18	33	15	20	16	11	12	4	0	0	0	0	129
<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	55.45	25.72	5.29	0.00	0.00	0.00	0.00	412.49
<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	1.84	1.44	0.00	0.00	0.00	0.00	17.24
<i>Total Duration of Intake Activity Contacts</i>	1.94	7.41	3.44	3.99	10.49	4.87	1.61	0.74	0.00	0.00	0.00	0.00	34.49
<i>Total Duration of Investigation Activity Contacts</i>	1.65	1.73	0.75	2.24	0.56	0.16	1.39	0.50	0.00	0.00	0.00	0.00	8.98
<i>Total Duration of Mediation Activity Contacts</i>	4.08	0.91	0.25	0.65	1.40	4.21	0.16	0.32	0.00	0.00	0.00	0.00	11.98
<i>Total Duration of Navigation & Advocacy Contacts (All Staff)</i>	53.56	32.28	44.45	44.12	98.09	42.00	17.97	2.21	0.00	0.00	0.00	0.00	334.68
<i>Total Duration of Navigation & Advocacy Contacts (TN)</i>	25.83	26.38	34.31	21.25	73.09	21.17	14.72	0.65	0.00	0.00	0.00	0.00	217.40
<i>Total Duration of Navigation & Advocacy Contacts (VM)</i>	27.07	5.74	9.39	19.18	13.12	6.34	0.00	0.00	0.00	0.00	0.00	0.00	80.84
<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	3.25	1.56	0.00	0.00	0.00	0.00	29.88
<i>Total Duration of Navigation & Advocacy Contacts (GH)</i>	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
<i>Total Duration of Navigation & Advocacy Contacts (TN & SK)</i>	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
<i>Duration N&A Contacts (All Staff) out of Duration of All Contacts (%)</i>	83%	75%	85%	81%	88%	78%	78%	42%	0%	0%	0%	0%	82%
<i>Total Duration of N&A Application Assistance Contacts</i>	0.00	0.08	0.00	0.00	0.58	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.74
<i>Total Duration of N&A AG OCR Liaison 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 N&A City Agency Liaison Contacts</i>	1.98	0.00	0.00	0.00	0.73	0.74	2.44	0.33	0.00	0.00	0.00	0.00	6.22
<i>Total Duration of N&A Clerical Support Contacts</i>	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

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Total Duration of N&A CRHA Liaison Contacts	0.65	3.73	3.57	9.92	5.02	0.98	1.40	0.00	0.00	0.00	0.00	0.00	25.27
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	13.73	3.04	0.41	0.00	0.00	0.00	0.00	188.62
Total Duration of N&A Legal Aid Liaison Contacts	1.82	0.49	1.58	0.00	1.72	7.38	8.91	0.25	0.00	0.00	0.00	0.00	22.15
Total Duration of N&A Mental Health Navigation Contacts	5.74	3.16	5.25	3.07	10.00	3.84	0.80	0.08	0.00	0.00	0.00	0.00	31.94
Total Duration of N&A Other Agency Liaison Contacts	1.24	1.53	3.33	9.55	9.44	1.40	1.36	0.24	0.00	0.00	0.00	0.00	28.09
Total Duration of N&A Other Contacts	14.67	5.67	14.93	10.25	8.70	5.07	3.02	0.32	0.00	0.00	0.00	0.00	62.63
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	264	148	17	0	0	0	0	1675
Total Incoming & Outgoing Navigation & Advocacy Contacts (VM)	65	34	44	73	20	31	0	0	0	0	0	0	267
Total Incoming & Outgoing Navigation & Advocacy Contacts (TN)	109	85	111	120	479	168	121	6	0	0	0	0	1199
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	27	11	0	0	0	0	194
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%	68%	64%	37%	0%	0%	0%	0%	74%
Total N&A Application Assistance Contacts	0	1	0	0	2	1	0	0	0	0	0	0	4
Total N&A AG OCR Liaison Contacts	0	1	0	0	1	0	3	2	0	0	0	0	7
Total N&A City Agency Liaison Contacts	8	0	0	0	7	5	19	2	0	0	0	0	41
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	14	0	0	0	0	0	106
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	99	16	3	0	0	0	0	964
Total N&A Legal Aid Liaison Contacts	7	4	3	0	12	63	61	1	0	0	0	0	151
Total N&A Mental Health Navigation Contacts	11	3	9	7	37	25	10	1	0	0	0	0	103
Total N&A Other Agency Liaison Contacts	7	3	15	47	109	25	9	1	0	0	0	0	216
Total N&A Other Contacts	45	31	45	64	70	57	21	4	0	0	0	0	337
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
Total Inquiries: P.A. - Employment	2	7	4	5	4	4	4	1	0	0	0	0	31
Total Inquiries: P.A. - Housing	9	14	6	7	5	0	2	0	0	0	0	0	43
Total Inquiries: P.A. - Public Accommodation	0	2	0	0	3	0	2	1	0	0	0	0	8
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	3	1	0	0	0	0	45
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	4	1	0	0	0	0	33
Employment inquiries & complaints in Charlottesville	0	3	3	1	1	2	1	1	0	0	0	0	12

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Employment inquiries in Albemarle Co.	0	2	1	1	3	0	3	0	0	0	0	0	10
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	2	0	0	0	0	0	45
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	2	0	0	0	0	0	13
Total Public Accommodation Inquiries & Complaints	0	2	0	0	3	0	2	1	0	0	0	0	8
Public accommodation inquiries & complaints in Charlottesville	0	1	0	0	2	0	0	1	0	0	0	0	4
Public accommodation inquiries in Albemarle Co.	0	1	0	0	1	0	1	0	0	0	0	0	3
Public accommodation inquiries in other and unspecified localities	0	0	0	0	0	0	1	0	0	0	0	0	1
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	1	0	0	0	0	4
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	1	0	0	0	0	4
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	3	1	0	0	0	0	45
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	2	0	0	0	0	0	7
Other (Unprotected) inquiries in other and unspecified localities	4	6	2	4	1	3	1	1	0	0	0	0	22
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	1	0	0	0	0	9
Total I&C: P.C. - Pregnancy	0	0	0	0	0	0	0	0	0	0	0	0	0
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	2	0	0	0	0	0	9
Total I&C: P.C. - Color	0	1	0	1	0	0	2	0	0	0	0	0	4
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	5	1	0	0	0	0	78
Total I&C: P.C. - Other (Unprotected)	5	2	3	1	0	0	2	1	0	0	0	0	14
Total Contacts resulting in Referrals	5	5	4	14	7	6	7	2	0	0	0	0	50
Referrals to AG OCR	0	1	0	3	4	1	4	1	0	0	0	0	14
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	1	0	0	0	0	9
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

[illegible]

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Total Housing Complaints: P.C. - Color	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Housing Complaints: P.C. - Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Housing Complaints: P.C. - Sex	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Housing Complaints: P.C. - Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Housing Complaints: P.C. - Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Housing Complaints: P.C. - Source of Funds	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Housing Complaints: P.C. - Veteran Status	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Housing Complaints: P.C. - Not specified	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Housing Complaints: P.C. - Other (Unprotected)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Age	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Disability	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Marital Status	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Pregnancy	0	0	0	0	0	0	0	0	0	0	0	0	0
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	1	1	2	0	0	0	0	6
Total Closed Inquiries	18	31	15	20	16	10	11	1	0	0	0	0	122
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	10	1	0	0	0	0	96
Reason for Inquiry Closure: No Response	6	9	2	3	1	2	1	0	0	0	0	0	24
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	30	1	0	0	0	0	45
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	24	18	0	0	0	0	171
Primary Service: Intake Activity	20	37	23	31	40	44	18	5	0	0	0	0	218
Primary Service: Investigation Activity	8	8	2	8	7	2	9	1	0	0	0	0	45
Primary Service: Mediation Activity	31	4	1	6	9	39	2	4	0	0	0	0	96
Primary Service: Navigation & Advocacy	178	121	156	218	573	264	148	17	0	0	0	0	1675

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	Next steps pending follow-up with Complainant.
2021-4	Employment	Sex	Investigation in progress.
2021-5	Employment	Sexual Orientation, Race	Investigation in progress.
2022-6	Housing	Color, Race	Mediation at impasse, next steps under consideration.
2022-(8)	Public Accommodation	Color, National Origin, Race	Prima facie assessment and fact-gathering in progress.
2022-9	Employment	Age, Sex	Referred to AGOCR, case closed.
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:

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
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

Below is a summary of the outreach activities conducted in 2023. Some more recent events are pending entry:

[illegible]

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.

Date	Roles (Sec. 433)	Duties & Responsibilities	HRC Annual Focus	Primary Action	Summary & Analysis
7/20/2023	Sec. 2-433. (b) Awareness and Guidance	Sec. 2-434 Community dialogue and engagement.	Decent and affordable housing	Public Discussion	At the HRC regular meeting, Commissioners hosted Capt. Mark Van Meter from the Salvation Army to discuss its expansion of its emergency shelter. They asked him about the logistics of the new facility, as well as about the Salvation Army's commitment to equity. Commissioners used this discussion as a basis for its letter of support for the Salvation Army's special use permit from the City of Charlottesville.
8/3/2023	Sec. 2-433. (c) City Policies	Sec. 2-434 Community dialogue and engagement.	Decent and affordable housing	Letter of Support	The Commission drafted and voted to send a letter to Council regarding the Salvation Army emergency shelter expansion. The Commission expressed its support to expand the emergency shelter and urged City Council to grant the Salvation Army a special use permit, as well as communicated its desire that Council ensure the new facility is equitable and non-discriminatory in its service provision.
8/5/2023	Sec. 2-433. (b) Awareness and Guidance	Sec. 2-434 Community dialogue and engagement.	N/A	Community Event	The Commission tabled at the Westhaven Day community event, interacting with the public and providing resources to inform the public of the OHR and HRC's role in the community.

Date	Roles (Sec. 433)	Duties & Responsibilities	HRC Annual Focus	Primary Action	Summary & Analysis
8/17/2023	Sec. 2-433. (e) Legislative Program	Sec. 2-434 Community dialogue and engagement.	Decent and affordable housing	Public Discussion	At the HRC regular meeting, Commissioners hosted several speakers from various service providers in the community to share their organizations' legislative priorities for the year, especially pertaining to affordable housing. The Commission used these speakers' presentations to compile its own list of legislative recommendations to Council in October.
9/21/2023	Sec. 2-433. (e) Legislative Program	Sec. 2-434 Community dialogue and engagement.	Decent and affordable housing	Public Discussion	At the HRC regular meeting, Commissioners hosted an additional set of speakers from various service providers in the community to share their organizations' legislative priorities for the year, especially pertaining to affordable housing. The Commission used these speakers' presentations to compile its own list of legislative recommendations to Council in October.