



**Human Rights Commission
Regular Meeting
January 18, 2024
Hybrid Meeting
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:30pm – 8:30pm**

Agenda Packet Attachments

1. Agenda
2. DRAFT 12-07-2023 HRC Regular Meeting Minutes
3. DRAFT 01-04-2024 HRC Work Session Minutes
4. OHR Monthly Staff Report
5. ADA Transition Plan Community Discussion Presentation

Attachment 1



**Human Rights Commission
AGENDA
Regular Meeting
January 18, 2024
Virtual / Hybrid Meeting
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:30pm – 8:30pm**

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. During this meeting, the public comment period will take place during ADA Transition Plan Town Hall Discussion section of the agenda. Each speaker will have three minutes to speak. The total number of speakers shall be determined by the available time remaining in the meeting. The authority to extend the meeting beyond the posted end time of 8:30pm resides solely with the Chair of the Commission. 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 the ADA Transition Plan.

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. OFFICER ELECTIONS

- a. HRC Director will chair the meeting during the election process
 - i. Nominee for Chair: Ernest Chambers
 - ii. Nominee for Vice Chair: Wolfgang Keppley

3. MINUTES

- a. 12-07-2023 HRC Regular Meeting Minutes*
- b. 01-04-2024 HRC Work Session Minutes*

4. BUSINESS MATTERS

- a. CHAIR UPDATE
- b. OHR STAFF REPORT

5. COMMISSIONER UPDATES

6. NEXT STEPS

- a. Confirmation of next work session on 02-01-2024

7. WORK SESSION

- a. ADA Transition Plan Information Session
- b. ADA Transition Plan Town Hall Discussion**

8. 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) 987-1267 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.

Election of the Chair and Vice-Chair
Adopted March 20, 2014

The Human Rights Commission Rules and Procedures (2.2) provide that a Chair and Vice-Chair shall be annually elected. This is to set forth the customary procedure as modified from the 2013 City Attorney memo regarding the election of Mayor and Vice-Mayor for the City of Charlottesville.

1. The Director will Chair the meeting during the officer elections process.
2. The Director will ask for nominations for the Office of Chair.
3. Only names that are moved and seconded will be placed in nomination. Any Commission member may move or second his or her own name.
4. After one or more persons are nominated and it appears that no one else wishes to make a nomination, the Director will ask if there are any further nominations. If there are no responses, the Director will declare that nominations for the Office of Chair are closed.
5. Commissioners will then vote on the first person nominated for the Office of Chair. A Commission member who is nominated may vote for himself or herself.
6. If a majority of those present and voting affirmatively vote for the first candidate, that person is elected Chair and there is no further voting. If the first candidate does not receive a majority, the Commission will then vote on the second person nominated. If no nominee receives a majority, there will need to be a motion, second and vote on reopening nominations.
7. After a Commissioner is elected as Chair, the same procedure will be followed for the election of Vice-Chair. Following the election of the Vice-Chair, the newly-elected Chair will chair the remainder of the meeting.

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
December 7, 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 6:36 pm
- b. ROLL CALL
 - i. Jessica Harris
 - ii. Ernest Chambers
 - iii. Jeanette Abi-Nader
 - iv. Mary Bauer
 - v. Wolfgang Keppley
 - vi. Suzanne Lynn
- 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. Commission is currently not receiving virtual public comment.
- b. PUBLIC COMMENT
 - i. None
- c. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
 - i. None

3. MINUTES

- a. Review of minutes from 11/16/23
 - i. Vote
 - 1. In favor: 4
 - 2. Opposed: 0
 - 3. Abstained: 2
 - ii. Motion to approve minutes passes

4. BUSINESS MATTERS

- a. CHAIR UPDATE
 - i. Last month, the Commission celebrated its ten-year anniversary
 - 1. Commission and the OHR will have a small celebration amongst themselves after this meeting
 - 2. Chair and Vice-Chair thank Todd for his work over the past year
 - ii. Chair spoke at City Council meeting on 12/4/23 to remind them of the Commission's role and presence and encourage members of the public to apply to become a Commissioner

b. OHR STAFF REPORT

i. Outreach & Administrative Specialist

1. Is printing brochures on the process of filing a complaint, fair housing and unequal employment, and the Commission itself
2. Deadline for Commission applications is tomorrow, 12/8/23 at 5pm
3. Has been bringing brochures to various locations in the community; ask Outreach Specialist if there is somewhere else the brochures could be relevant
4. There will be Commissioner one-on-ones with Lily to help get to know her (information upcoming via email)
5. Tabling event for Westhaven Holiday Celebration on Thursday, 12/21/23 at 4-8pm at City of Promise
 - a. Unsure whether it is a public event or private residents, but there will definitely be other organizations tabling

ii. Director

1. The OHR is welcoming Chyelle Pitts-Chatman as the new Investigator-in-Training; begins Monday 12/11/23
 - a. Feel free to stop by to meet her and Intake & Administrative Specialist Saad Khaleefa
2. Currently in talks with the Center for Nonprofit Excellence to facilitate the Commission's strategic planning meeting in March
 - a. Also asking about other resources they have available, such as Board training
3. Proclamation to recognize the Commission's ten-year anniversary has been drafted and sent, and it will be brought in front of the Mayor for his consideration
 - a. Will be read at the 12/18/23 City Council meeting which begins at 6:30pm; proclamations are usually read at the beginning
 - b. Commissioner asks if a particular Councilor will be reading the proclamation
 - i. Todd can ask about this
 - ii. Commissioners recommend Mayor Lloyd Snook read it
4. There is a pending request to the City Attorney and Mayor to attend an HRC meeting to talk about the legislative recommendations which they have adopted from the Commission's recommendations
 - a. Are currently looking for sponsors in the General Assembly
 - b. Commissioner points out that the session will be almost over by the end of February, so they should probably attend an earlier meeting if the Commission wants to be able to do any advocacy
 - i. Director says there may not be much advocacy that the Commission can do at this point
5. Paul Rudacille, ADA Coordinator, will attend 1/18/24 regular meeting to talk about the new ADA Transition Plan

- a. Is under the same Office of Social Equity as the OHR
- b. Deputy City Manager for Race, Equity, Diversity, and Inclusion is now the Deputy City Manager for Social Equity

5. WORK SESSION

- a. Action updates
 - i. None
- b. Nominating committee updates
 - i. Has received two nominations to date; the committee will present the slate during this meeting and allow for additional nominations
 - ii. Current slate:
 - 1. Chair: Ernest Chambers
 - 2. Vice-Chair: Wolfgang Keppley
 - iii. No additional nominations made
 - 1. It will be possible to nominate during next regular meeting before the vote, as well
 - iv. Ernest accepts nomination
 - v. Wolfgang accepts nomination
 - vi. Commissioner thanks current Chair for all of the work she has done for the Commission
- c. Confirmation of next work session on 1/4/24
 - i. **Todd can ask if the City Attorney and Mayor can attend this meeting**
 - ii. Will keep the meeting if they accept, and not hold the meeting if they cannot attend
 - 1. Will assume meeting will not happen if they do not respond by next week mid-week
 - iii. Commissioner asks about HRC preparation for 1/18/24 regular meeting
 - 1. The ADA Coordinator and his consultant will present information; Director will put any materials in the agenda packet beforehand
- d. New business
 - i. None

6. MATTERS BY THE PUBLIC

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

7. COMMISSIONER UPDATES

- a. Jeanette
 - i. Climate and Protection Office has changed its name to the Office of Sustainability, and they are now also under the Office of Social Equity

8. NEXT STEPS

- a. **Todd**
 - i. **Ask about who will read the ten-year HRC Proclamation**
 - ii. **Ask Jacob Stroman and Lloyd Snook to attend 1/4/24 work session to speak about legislative recommendation process**
- b. **Tentative work session 1/4/24 to discuss legislative recommendation process**

9. ADJOURN

- a. Meeting adjourned at 7:01 pm

Attachment 3



**Human Rights Commission
Meeting Minutes
Work Session
January 4, 2024
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.

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1. WELCOME

- a. CALL TO ORDER
 - i. Vice Chair Ernest Chambers called the meeting to order at 6:32 pm
- b. ROLL CALL
 - i. Ernest Chambers
 - ii. Mary Bauer
 - iii. Wolfgang Keppley
 - iv. Kathryn Laughon
 - v. Suzanne Lynn
 - vi. Andrew Orban
 - vii. Charley Burton
- 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. Vice Chair welcomes new Commissioners Angela Estes and Charley Burton
- b. Welcomes City Attorney Jacob Stroman, Mayor Lloyd Snook, and Deputy City Attorney and Delegate-Elect Katrina Callsen
- c. 2024 Legislative Agenda updates and discussion:
- d. Vice Chair explains that one of the HRC's roles is to present annual legislative recommendations to Council
- e. Mayor explains legislative process
 - i. Council wants to ensure that delegates and state senators receive recommendations early enough that they are able to do something with them, which means that they are aiming for the beginning of December (term begins in January)
 - ii. This year, Council submitted a one to two-page summary of its priorities instead of a 10-page list
- f. Mayor explains that the most important priority for the City is the expansion of the option for a local one-cent sales tax increase for the construction and

renovation of public school facilities

- i. Has already funded Buford; next step is Walker and each elementary school, but funding would not come in until at least 2027 without the sales tax increase
- ii. Would simply allow schools to do what they need to do within a reasonable time frame

g. Other issues

- i. Funding of Virginia's home visiting programs
 1. These funds will decline unless something is done
- ii. Salaries of members of local governing bodies
 1. Mayor Snook is less concerned about this issue; it will simply allow Council to take further action rather than immediately raise salaries
- iii. Regional transit authorities
 1. This is an equity issue because to afford the significant increase in essential transit capabilities, it would be necessary to establish some kind of transit authority that would be able to tax, or have localities come to some kind of agreement
 2. Important to factor in rent but also cost of transportation to a job
 3. Commissioner asks whether one-cent sales tax would be coming from the same pot of money
 - a. It would be an additional one-cent sales tax, though there are many ways it could be done; for instance, one cent could go toward schools and another cent could go toward regional transit
 - b. Commissioner expresses concern that sales taxes are regressive
 - i. Mayor says there are only a few taxes that local government has authority over, and currently estimate that a one-cent sales tax would be equivalent to about \$12 million, which is similar to the amount estimated for regional transit
 - c. VA Governor is currently proposing raising the sales tax and lowering the income tax
- iv. Change to notice requirements
 1. Probably will not face much opposition
- v. Allowance of virtual meetings/allowing in-person attendees to count toward a quorum
 1. FOIA had previously prohibited virtual meetings post-COVID

h. Focus on increasing affordable housing accessibility by enhancing tenant rights (incorporates the Commission's recommendations)

- i. Some points have been worked into the Affordable Housing Plan passed two years ago
- ii. When reviewing the HRC's recommendations, Council chose to incorporate points that seemed more attainable than others given a Democratic-majority House and Republican Governor
 1. Council's recommendations to the General Assembly are not necessarily a reflection of its positions; rather, it is a group of points that seem more politically doable

2. In law school, Mayor Snook called the strategy outlined in the G1 provision (“amending the Virginia Residential Landlord and Tenant Act to allow tenants to raise unsafe or unsanitary conditions as an affirmative defense to non-payment of rent”) “partial constructive eviction,” meaning one has a right to get a credit against one’s due rent for the amount by which the landlord had not lived up to all of their obligations
- i. Mayor adds that Council has a longer 10-page list in addition to the shortlist included in the agenda with the Thomas Jefferson Planning District Commission (TJPDC) legislative program
 - i. There are two places in the TJPDC legislative program where Charlottesville dissented:
 1. Maintain principles of sovereign immunity for local government (Charlottesville dissented against sovereign immunity)
 2. Oppose legislation mandating expansion of the Chesapeake Bay Preservation Act’s coverage area (Charlottesville would like this coverage area increased)
 - j. Delegate Callsen describes the current landscape of the General Assembly
 - i. Submitted all four points in G of Charlottesville City Council’s Legislative Positions to begin working them:
 - ii. Delegate Rae Cousins is going to be working on a VRLTA escrow bill that would allow tenants to not have to pay rent while they are trying to get fixes for places (G1)
 1. Delegate Cousins is working with the Virginia Poverty Law Center
 2. Commissioner asks whether “escrow” means that people would have to pay money into the court system instead of withholding money
 - a. Delegate Callsen has not yet received all of the details, but this does seem to be the case; however, it would allow for getting the money back
 - b. Recognizes that Commissioner is referencing a larger problem in the system
 - iii. Delegate Callsen is working with the VA Poverty Law Center (VPLC) who requested that she delay pursuing appeal bond waivers (G2) until next year because it should happen after there are reforms to the process
 1. Otherwise, indigent clients would still be required to pay the rent while doing it, among other complications; VPLC would rather pour advocacy into other efforts and then work town halls to get advocacy for waiving the appeal bond
 2. Delegate Callsen will likely be the patron for that next session
 3. Commissioner says that requiring indigent individuals to pay money into the court is extremely ineffective; it is too onerous a process for most individuals
 4. Delegate Callsen, along with many other delegates, is working with Christie from VPLC to move through a pathway; they are open to incorporating the Commission’s experiences and feedback

- iv. Requiring landlords to disclose additional fees (G3) seems ready to go for this session and carried by Kathy Tran, who is current Chair of the Caucus
- v. Authorizing localities to pass rent stabilization ordinances (G4) is being carried by Nadarius Clark, co-patroned by Adele McClure
 - 1. Delegate Clark has been working on this point for over a year and meeting with stakeholders, and he introduced similar legislation last year
- vi. Delegate Callsen will be co-patron for these bills, but not filing any of them
- k. Other information
 - i. Truth in Renting Act is being carried by Delegate Tran, as well as on the Senate side by Jennifer Boysko
 - ii. Prohibition of fees for maintenance calls (unless reason for the maintenance call is caused by the tenant) is being carried by Delegate Tran and Senator Adam Ebbin
 - iii. 14-day payer quit (increasing time a tenant can pay late rent from 5 days and prevent the filing of an eviction case) is being carried by Delegate Marcia Price
 - iv. Eviction expungement is being carried by Delegate Patrick Hope
 - 1. Using the legal system to achieve your means is often out of reach for those who are not lawyers
 - v. Anti-rent gouging (rent stabilization) is being carried by Delegate Clark and Senator Boysko
 - vi. Limits on attorney's fees awards in eviction cases is being carried by Senator Stanley
- l. Delegate Callsen's bills
 - i. Co-patroning bill about study on single stair
 - 1. Requiring multiple staircases makes it more cost-prohibitive for constructing affordable housing
 - 2. There are other ways to ensure safety
 - ii. Going to patron a bill from Delegate Cousins about having to provide a reason for rejecting a tenant during tenant screening
- m. Housing is a big focus in the General Assembly at the moment; there are people who have been working on it for a long time
- n. VPLC is having a housing advocacy class; reach out for further information
 - i. May be virtual
- o. Also has other bills out on foster care, the sales tax, etc.
- p. Delegate Callsen offers to partner with the HRC, as she is interested in similar issues
- q. Commissioner asks for more information on criminal justice reform
 - i. Delegate Callsen has three bills on this subject:
 - ii. Probation reform bill that would allow probation to be shortened up to 90 days for achieving certain credentials
 - 1. Has been passed in some Republican-majority states; bill is already drafted
 - iii. The two other bills come from Virginia trial lawyers and another group of prosecutors, defense attorneys, and judges
 - 1. Not as progressive because they have been vetted and

- approved by all stakeholders--helpful because there is a Republican Governor
2. One is about reducing automatic felony given for residual amounts of drugs; sentence could be reduced to a misdemeanor at the discretion of the prosecutor
 - a. Currently, progressive prosecutors get around this by charging for things like drug paraphernalia (not technically the correct)
 - b. Bill does not currently allow for reduction at the motion of a defense attorney
 3. Other one is about first-time drug offender program in which those with previous marijuana charges can still have access to drug rehabilitation programs
- iv. Submitted drafting for a bill redoing pleas, but Delegate Callsen likely will not be taking the lead on it
- r. City Attorney Stroman adds that Delegate Callsen has long been an expert on juvenile and domestic relations law in the City Attorney's Office; this will also be a legislative priority for Delegate Callsen
- i. Has a bill for kinship as foster care prevention, which would allow for more abused/neglected children to be placed with family outside of the foster care system
 1. Most people go through the foster care system now to get more money; this bill would hopefully appropriate about \$16 million to support kinship placements
- s. Delegate Callsen can make amendments until the next day, 1/5/24, and will be filing all of her bills before Tuesday, 1/9/24
- t. This General Assembly session is generally set, but Delegate Callsen is open to working with the HRC more closely for next year's session
- u. Commissioner asks Mayor about the City Council Statement of Legislative Positions funding for regional transit authorities (D)
- i. Bus drivers already have collective bargaining and are trying to work on a contract; there is question of whether there is a voice they need to have
 - ii. Top concern is that by 2026, the City will be able to have buses that are double the frequency of the current situation (ex. running every thirty minutes instead of an hour)
 - iii. Also hoping that many of these buses will be battery-powered
 - iv. Cannot move to a greener system very quickly because diesel buses are legally required to remain in service for twelve years
 1. Some hybrid buses that the City had bought had mechanical issues that prevented them from meeting requirements to take them off road
 2. Buses take around 2 years for paperwork to go through and would cost \$10-15 million per year, so the goal is to have money paid by 2026
 3. Access and use of transit in the county is going to be important, and it will take lots of resources
 - v. Delegate Callsen further explains collective bargaining:
 1. Jaunt is trying to unionize with the Amalgamated Transit Union

(ATU), and they were having issues with whether enabling legislation applied to them

2. Delegate Tran is overhauling the collective bargaining ordinance and is willing to include the transportation piece in the new version
3. Delegate Callsen is working with Delegate Bonita Anthony on definitions
4. Delegate Tran will include it in her bill, though Delegate Callsen will submit her own bill, as well
5. Jaunt would be able to make the decision about whether they will allow their workers to unionize with ATU, and they would not be able to point to legislation as a stopping factor
6. Charlottesville has already allowed their workers to enter into collective bargaining
7. City Attorney adds that the collective bargaining process is well underway, and he is optimistic about the outcome
 - a. Mayor clarifies that City Council cannot comment on the City's position on transit unions
 - vi. Mayor says that there will be many moving parts in this project, but they cannot be started until they have the power to do so
- v. Delegate Callsen advises the Commission to reach out to her sooner rather than later, maybe during the summer, if there are bills of interest for the next session
 - i. Vice Chair says once the Commission meets with all of the new Commissioners, they will produce some kind of document for City Council in the summer to relay to Delegate Callsen
 - ii. Democrat majority in the House are trying to prevent as much pushback
- w. Commissioner asks whether Delegate Callsen is playing a role in supporting the constitutional amendment to codify abortion rights
 - i. Delegate Callsen will hopefully be co-patroning bills on this, as it is one of the top four priorities
- x. City Attorney explains that the City Attorney's Office's role is to assist City Council with staff, and he expresses gratitude for working with Delegate Callsen and her dedication to the issues that Council has raised
- y. HRC Director encourages the continued collaboration between the HRC and Council; asks the guest speakers whether there is anything for the Commission to do in the coming year
 - i. Mayor Snook says that the HRC could meet with him and Councilor Natalie Oschrein around the time they submit their next set of legislative recommendations

4. MATTERS BY THE PUBLIC

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

5. COMMISSIONER UPDATES

- a. Outreach Specialist
 - i. Will be sending out an email soon regarding upcoming outreach events

6. NEXT STEPS

- a. Next meeting: Regular meeting on 1/18/24 which will discuss the ADA Transition

Plan, as well as hold officer elections

- b. Have legislative recommendations for the 2025 session ready in summer 2024

7. ADJOURN

- a. Meeting adjourned at 7:28 pm

Pending HRC Approval

Attachment 4

Office of Human Rights
OHR Monthly Report
January 2024

Service Provision Data:

- Current status
 - Complete data entered for December 2023.
 - Data for January 2024 in progress.
- Updates
 - We are always doublechecking data. If some of the 2023 numbers change from this report to when they appear in the CY2023 Annual Report, it may be because we caught an error.
 - In February, we will begin reporting data for 2024.

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
<i>Open office days in the month</i>	20	19	22	20	22	21	20	23	20	22	19	19	247
<i>Total Incoming & Outgoing Contacts</i>	261	178	222	285	640	391	234	181	295	171	106	115	3079
<i>Total Incoming Contacts</i>	198	117	148	215	429	253	149	118	183	102	66	81	2059
<i>Average Incoming & Outgoing Contacts/Day</i>	13	9	10	14	29	19	12	8	15	8	6	6	12
<i>Average Incoming Contacts/Day</i>	10	6	7	11	20	12	7	5	9	5	3	4	8
<i>Total Unique Individuals Served (rough count due to some anonymous contacts)</i>													287
<i>Contacts in Spanish</i>	2	11	6	2	0	2	1	3	1	1	6	4	39
<i>Total Staff Follow-ups (Outgoing)</i>	23	32	29	28	64	64	27	20	26	43	22	25	403
<i>Total Third-Party Contacts (Outgoing)</i>	40	29	45	42	147	74	58	43	86	26	18	9	617
<i>Total Individual Follow-ups (Incoming)</i>	130	51	83	129	211	152	49	38	49	48	32	53	1025
<i>Total Third-Party Contacts (Incoming)</i>	50	32	49	65	201	90	88	64	117	30	16	12	814
<i>Total Inquiries (Incoming)</i>	18	32	15	21	16	11	12	16	17	23	18	16	215
<i>Total Complaints (Incoming)</i>	0	2	1	0	1	0	0	0	0	1	0	0	5
<i>Total Duration of all Incoming and Outgoing Contacts</i>	64.41	42.80	52.77	54.71	114.55	57.40	30.47	24.48	38.33	28.27	15.83	15.41	539.43
<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>	0.00	0.08	0.00	0.00	0.00	0.00	0.08	0.00	0.00	0.00	0.08	0.00	0.24
<i>Total Duration of Information Contacts</i>	2.52	0.64	3.38	3.04	1.22	3.57	2.33	5.46	1.77	1.60	2.82	2.00	30.35
<i>Total Duration of Intake Activity Contacts</i>	6.60	9.23	6.60	7.07	13.23	5.95	2.94	4.11	6.03	9.14	4.02	6.40	81.32
<i>Total Duration of Investigation Activity Contacts</i>	1.65	1.73	0.75	1.74	0.56	0.24	1.39	0.58	0.82	0.50	0.00	0.00	9.96
<i>Total Duration of Mediation Activity Contacts</i>	4.08	0.91	0.25	0.65	1.40	4.29	0.41	0.40	0.08	0.00	0.00	0.00	12.47
<i>Total Duration of Case Administration Contacts</i>	0.00	0.00	0.00	0.00	0.00	0.56	3.75	3.08	2.79	1.72	0.24	3.25	15.39
<i>Total Duration of Navigation & Advocacy Contacts (All Staff)</i>	49.56	30.21	41.79	42.21	98.14	42.79	19.57	10.85	26.84	15.31	8.67	3.76	389.70
<i>Total Duration of Navigation & Advocacy Contacts (TN)</i>	24.83	24.72	32.40	20.50	72.26	20.17	16.47	7.05	15.63	6.48	3.79	1.65	245.95
<i>Total Duration of Navigation & Advocacy Contacts (VM)</i>	24.07	5.41	9.39	19.18	13.04	6.34	0.00	0.16	0.08	0.00	0.00	0.00	77.67
<i>Total Duration of Navigation & Advocacy Contacts (TN & VM)</i>	0.25	0.00	0.00	0.08	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 (CC)</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 Navigation & Advocacy Contacts (TN & CC)</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 Navigation & Advocacy Contacts (LG)</i>	0.08	0.08	0.00	0.08	0.00	0.00	0.00	0.00	0.08	0.16	0.08	0.00	0.56
<i>Total Duration of Navigation & Advocacy Contacts (SK)</i>	0.00	0.00	0.00	1.87	9.84	14.95	3.10	3.64	11.05	8.34	4.14	2.11	59.04
<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	0.33	0.66	0.00	5.82

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
<i>Duration N&A Contacts (All Staff) out of Duration of All Contacts (%)</i>	77%	71%	79%	77%	86%	75%	64%	44%	70%	54%	55%	24%	72%
<i>Total Duration of N&A Application Assistance Contacts</i>	0.00	0.00	0.00	0.00	0.58	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.66
<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	0.65	0.74	2.44	0.08	5.87	5.86	0.50	0.00	18.12
<i>Total Duration of N&A Clerical Support Contacts</i>	0.00	0.00	0.00	0.00	2.16	1.47	0.25	0.00	0.50	0.75	0.00	0.08	5.21
<i>Total Duration of N&A CRHA Liaison Contacts</i>	0.65	3.15	3.57	9.17	5.19	0.98	1.40	3.22	3.84	1.49	0.08	0.25	32.99
<i>Total Duration of N&A Crisis Response Contacts</i>	0.00	0.00	0.00	0.00	8.27	0.25	0.00	0.00	0.00	0.00	0.00	0.00	8.52
<i>Total Duration of N&A DPOR Liaison Contacts</i>	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
<i>Total Duration of N&A EEOC Liaison Contacts</i>	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
<i>Total Duration of N&A Housing Navigation Contacts</i>	28.54	19.61	23.36	31.48	62.67	13.99	3.04	4.22	3.48	3.14	1.40	0.16	195.09
<i>Total Duration of N&A Legal Aid Liaison Contacts</i>	1.82	0.49	1.58	0.00	1.22	8.06	10.25	0.33	3.37	2.22	0.91	1.49	31.74
<i>Total Duration of N&A Mental Health Navigation Contacts</i>	5.74	3.16	5.25	3.07	10.59	4.35	0.80	0.49	0.08	0.00	0.91	0.08	34.52
<i>Total Duration of N&A Other Agency Liaison Contacts</i>	0.74	1.53	3.33	8.80	9.61	0.40	1.61	2.78	5.43	2.97	3.23	1.13	41.56
<i>Total Duration of N&A Other Contacts</i>	14.67	5.42	13.68	9.42	8.04	5.75	3.03	1.39	4.68	1.05	0.56	0.16	67.85
<i>Total Duration of N&A Translation Services Contacts</i>	0.00	0.00	0.00	1.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.25
<i>Total Duration of N&A Safe Space Contacts</i>	0.00	0.00	0.00	0.00	23.50	11.25	0.00	0.00	0.00	0.00	0.25	0.25	35.25
<i>Total Incoming & Outgoing Navigation & Advocacy Contacts</i>	172	113	152	212	565	262	145	56	223	87	44	28	2059
<i>Total Incoming & Outgoing Navigation & Advocacy Contacts (VM)</i>	62	32	44	73	19	31	0	2	1	0	0	0	264
<i>Total Incoming & Outgoing Navigation & Advocacy Contacts (TN)</i>	106	80	108	119	476	167	121	40	163	38	18	8	1444
<i>Total Incoming & Outgoing Navigation & Advocacy Contacts (LG)</i>	1	1	0	1	0	0	0	0	1	2	1	0	7
<i>Total Incoming & Outgoing Navigation & Advocacy Contacts (GH)</i>	2	0	0	0	0	0	0	0	0	0	0	0	2
<i>Total Incoming & Outgoing Navigation & Advocacy Contacts (SK)</i>	0	0	0	17	69	60	24	14	58	45	22	20	329
<i>Total Incoming & Outgoing Navigation & Advocacy Contacts (CC)</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Total Incoming & Outgoing Navigation & Advocacy Contacts (TN & SK)</i>	0	0	0	1	1	4	0	0	0	2	3	0	11
<i>Total Incoming & Outgoing Navigation & Advocacy Contacts (TN & CC)</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Total Incoming & Outgoing Navigation & Advocacy Contacts (TN & VM)</i>	1	0	0	1	0	0	0	0	0	0	0	0	2
<i>Percentage: Navigation & Advocacy out of Total Contacts</i>	66%	63%	68%	74%	88%	67%	62%	31%	76%	51%	42%	24%	67%
<i>Total N&A Application Assistance Contacts</i>	0	0	0	0	2	1	0	0	0	0	0	0	3
<i>Total N&A AG OCR Liaison Contacts</i>	0	1	0	0	1	0	3	3	2	2	5	2	19
<i>Total N&A City Agency Liaison Contacts</i>	8	0	0	0	6	5	19	1	46	30	2	0	117
<i>Total N&A Clerical Support Contacts</i>	0	0	0	0	7	12	1	0	1	2	0	1	24
<i>Total N&A CRHA Liaison Contacts</i>	6	7	7	34	28	7	13	10	48	5	1	1	167
<i>Total N&A Crisis Response Contacts</i>	0	0	0	0	25	1	0	0	0	0	0	0	26
<i>Total N&A DPOR Liaison Contacts</i>	5	0	0	0	0	0	0	0	0	0	0	0	5
<i>Total N&A EEOC Liaison Contacts</i>	2	0	0	0	0	0	0	0	0	0	0	0	2
<i>Total N&A Housing Navigation Contacts</i>	95	59	99	144	429	98	16	12	34	14	9	2	1011
<i>Total N&A Legal Aid Liaison Contacts</i>	7	4	3	0	11	63	59	2	20	12	5	6	192
<i>Total N&A Mental Health Navigation Contacts</i>	11	3	9	7	37	25	10	4	1	0	4	1	112
<i>Total N&A Other Agency Liaison Contacts</i>	7	3	15	46	109	25	9	4	3	1	4	1	227
<i>Total N&A Other Contacts</i>	45	30	45	61	67	57	20	10	50	11	7	2	405
<i>Total N&A Translation Services Contacts</i>	0	0	0	1	0	0	0	0	0	0	0	0	1
<i>Total N&A Safe Space Contacts</i>	0	0	0	0	4	12	0	0	0	0	1	1	18
<i>Total Inquiries: P.A. - Employment</i>	2	7	4	5	4	4	5	3	0	4	7	2	47
<i>Total Inquiries: P.A. - Housing</i>	9	13	7	7	5	0	2	6	11	5	4	4	73
<i>Total Inquiries: P.A. - Public Accommodation</i>	0	2	0	0	3	0	2	4	0	1	1	0	13
<i>Total Inquiries: P.A. - Credit</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Total Inquiries: P.A. - Private Education</i>	0	0	0	0	0	0	0	0	0	0	0	1	1
<i>Total Inquiries: P.A. - Other (Unprotected)</i>	7	10	4	9	4	7	3	3	6	13	6	9	81
<i>Total Complaints: P.A. - Employment</i>	0	1	0	0	1	0	0	0	0	0	0	0	2

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
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	1	0	0	1
Total Employment Inquiries & Complaints	2	8	4	5	5	4	5	3	0	4	7	2	49
Employment inquiries & complaints in Charlottesville	0	3	3	1	1	2	1	2	0	1	2	1	17
Employment inquiries in Albemarle Co.	0	2	1	1	3	0	3	0	0	0	2	1	13
Employment inquiries in other and unspecified localities	0	2	0	3	1	2	1	1	0	3	3	0	16
Total Housing Inquiries & Complaints	9	14	8	7	5	0	2	6	11	5	4	4	75
Housing inquiries & complaints in Charlottesville	2	7	4	3	3	0	0	3	10	3	4	3	42
Housing inquiries in Albemarle Co.	1	3	1	1	2	0	0	1	0	2	0	1	12
Housing inquiries in other and unspecified localities	3	3	2	3	0	0	2	2	1	0	0	0	16
Total Public Accommodation Inquiries & Complaints	0	2	0	0	3	0	2	4	0	1	1	0	13
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	1	0	1	0	0	5
Public accommodation inquiries in other and unspecified localities	0	0	0	0	0	0	1	2	0	0	1	0	4
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	1	1
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	1	1
Total Other (Unprotected) Inquiries & Complaints	7	10	4	9	4	7	3	3	6	14	6	9	82
Other (Unprotected) inquiries & complaints in Charlottesville	0	2	2	4	3	1	0	2	3	5	2	5	29
Other (Unprotected) inquiries in Albemarle Co.	1	1	0	1	0	2	2	0	0	1	0	0	8
Other (Unprotected) inquiries in other and unspecified localities	4	6	2	4	1	4	1	1	3	8	4	4	42
Total I&C: P.C. - Age	0	1	1	1	0	1	0	1	0	1	0	0	6
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	5	5	1	1	0	0	1	0	2	2	1	20
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	2	1	2	0	14
Total I&C: P.C. - Pregnancy	0	0	0	0	0	0	0	0	0	1	0	0	1
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	1	0	0	1	0	11
Total I&C: P.C. - Color	0	1	0	1	0	0	2	1	0	1	0	0	6
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	1	0	0	2
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	1	1
Total I&C: P.C. - Source of Funds (Housing)	1	0	0	0	0	0	0	0	0	1	0	0	2
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	8	17	12	10	6	6	5	14	13	10	126
Total I&C: P.C. - Other (Unprotected)	5	2	3	1	0	0	2	5	10	3	0	4	35
Total Contacts resulting in Referrals	6	5	4	14	7	6	7	8	9	7	7	3	83
Referrals to AG OCR	0	1	0	3	4	1	4	4	0	3	2	1	23

[illegible]

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Primary Service: Case Administration	0	0	0	0	0	7	28	30	16	13	3	27	124
Primary Service: Conciliation Activity	0	0	0	0	0	0	0	0	0	0	0	0	0
Primary Service: Informal Dialogue	0	1	0	0	0	0	1	0	0	0	1	0	3
Primary Service: Information	21	8	38	21	11	33	27	63	20	20	30	25	317
Primary Service: Intake Activity	29	44	29	40	48	46	21	25	29	49	28	35	423
Primary Service: Investigation Activity	8	8	2	6	7	3	9	2	6	2	0	0	53
Primary Service: Mediation Activity	31	4	1	6	9	40	3	5	1	0	0	0	100
Primary Service: Navigation & Advocacy	172	113	152	212	565	262	145	56	223	87	44	28	2059

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.
 - Staff met with City Attorney's Office representatives on October 13, 2023, to review the draft and gather feedback.
 - Staff will incorporate the feedback then schedule a follow-up meeting with City Attorney's Office and HUD.
- 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
 - During the week of January 8, 2024, all OHR staff successfully completed the EEOC 32-hour New Investigator Training. All staff can now collaborate to fulfill the intake and investigative duties of the office as workloads fluctuate.

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	Submitted to Council on October 19, 2023.

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 at impasse, next steps under consideration.
2023-2	Employment	Religion, National Origin	Pending closure due to non-response from Complainant.
2023-7	Public Accommodation	Sex	Awaiting response to mediation offer.

Outreach Updates:

- The Community Walk in honor of Dr. Martin Luther King Jr Day took place last Sunday and was very well attended. Thank you to our partners from Albemarle County, UVA, the City, and the Historical Society for helping to organize and to Commissioner Jeanette Abi-Nader and others for attending! You can view news coverage of this event from NBC29 [here](#).
- One on one outreach meetings are underway! Thank you to Wolfgang Keppley for talking with me already and sharing their insights. If any Commissioners would like to schedule a meeting with me, please email me.

Planned Outreach Events: Please let Lily know if you would like to participate in any of these events.

Day	Date	Time	Event	Location	Organizer
Monday	01/22/2024	6:30pm	National Day of Racial Healing Proclamation will be read at City Council Meeting	Council Chambers, Virtual	City Council
Thursday	01/25/2024	5:30pm—7:30pm	All Community Open Network Meeting	Carver Recreation Gym	Greater Charlottesville Trauma-Informed Community Network
Saturday	02/10/2024	12pm—2:30pm	Youth Financial Literacy Event	Lambs Lane Boys and Girls Club	Albemarle County Office of Equity and Inclusion

Outreach Data Summary: Some more recent events may be pending entry.

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	19	18	252
<i>Total service provision events</i>	0	1	1	4	1	1	5	5	7	2	3	3	33
<i>Total education & awareness events</i>	2	0	1	0	0	0	2	2	1	0	1	0	9
<i>Total collaboration & leadership events</i>	10	16	17	8	3	11	18	12	17	14	11	8	145
<i>Total outreach activities</i>	12	17	19	12	4	12	25	19	25	16	15	11	187
<i>Total unique primary collaborators</i>	<i>No monthly count only total count</i>												41
<i>Total collaborative activities</i>	12	17	19	12	4	12	24	19	24	16	15	9	183
<i>Total attendees at service provision events</i>	0	10	0	23	10	10	7	140	108	10	31	41	390
<i>Total attendees at education & awareness events</i>	0	0	5	0	0	0	0	6	43	0	0	0	54
<i>OHR-led education & awareness - employment</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - housing</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - public accommodation</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - credit</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - private education</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - multiple activities</i>	0	0	0	0	0	0	1	0	1	0	1	0	3
<i>OHR-led education & awareness - age/elderliness</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - childbirth or r.m.c.</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - color</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - disability</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - familial status (housing)</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - source of funds (housing)</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - gender identity</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - marital status</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - national origin</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - pregnancy</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - race</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - religion</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - sex</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - sexual orientation</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - veteran status</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>OHR-led education & awareness - multiple classes</i>	0	0	0	0	0	0	1	0	1	0	1	0	3

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.
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 for presentation to Council.

Date	Roles (Sec. 433)	Duties & Responsibilities	HRC Annual Focus	Primary Action	Summary & Analysis
9/21/2023	Sec. 2-433. (e) Legislative Program	Sec. 2-439.1 Enforcement authority	Decent and affordable housing	Council Recommendation	At the HRC regular meeting, Commissioners voted to approve a letter to City Council of legislative recommendations that they should raise to the General Assembly for the 2023 session. The recommendations were taken from points made by speakers from Charlottesville housing organizations during the previous meeting. The Chair presented these legislative recommendations at the 10/02/23 City Council meeting.
10/19/2023	Sec. 2-433. (c) City Policies	Sec. 2-435 Systemic issues	Policies that preserve diversity, equity, and affordability in housing	Council Recommendation	At the HRC regular meeting, Commissioners voted to approve a letter to City Council advocating it adopt City zoning codes that promote greater racial and economic equity and more ADA accessibility. The HRC further expressed its support for the housing coalition letter to City Council and the Planning Commission on 07/12/23.
10/24/2023	Sec. 2-433. (b) Awareness and Guidance	Sec. 2-434 Community dialogue and engagement.	N/A	Community Event	Human Rights Commissioner attended the PHAR Youth Festival on 10/24/23 to table with OHR staff and raise awareness to the community about the Commission's purpose and goals.
11/28/2023	Sec. 2-433. (c) City Policies	Sec. 2-435 Systemic issues	Zoning that emphasizes more affordable housing	Letter of Support	The Chair of the Human Rights Commission responded affirmatively, on behalf of the Commission, to Liveable Cville's request to add the Commission as a signer to an updated Housing Coalition letter to City Council in support of the Zoning Code.

Attachment 5

CHARLOTTESVILLE, VA ADA TRANSITION PLAN COMMUNITY DISCUSSION



AGENDA

Introductions

What is the ADA?

What is an ADA Transition Plan?

Charlottesville's Commitment

Project Update

Experiences



CHARLIE SZOLD



- Managing Partner, PIM
- Senior Project Manager
- Email:
[C.Szold@precisioninfrastructure
mgmt.com](mailto:C.Szold@precisioninfrastructuremgmt.com)

PAUL RUDACILLE



- Charlottesville ADA Coordinator
- Email:
rudacillep@charlottesville.gov

MATTHEW SHAPIRO



- Founder and CEO of 6 Wheels Consulting
- PIM partner and project consultant
- 32 years of lived experience as a person with a disability
- Cubs fan and has been on Wrigley Field
- ADAC, experience with assessments on businesses, amusement parks

THE AMERICANS WITH DISABILITIES ACT OF 1990

SOURCE: ADA NATIONAL
NETWORK





VISIBLE DISABILITIES



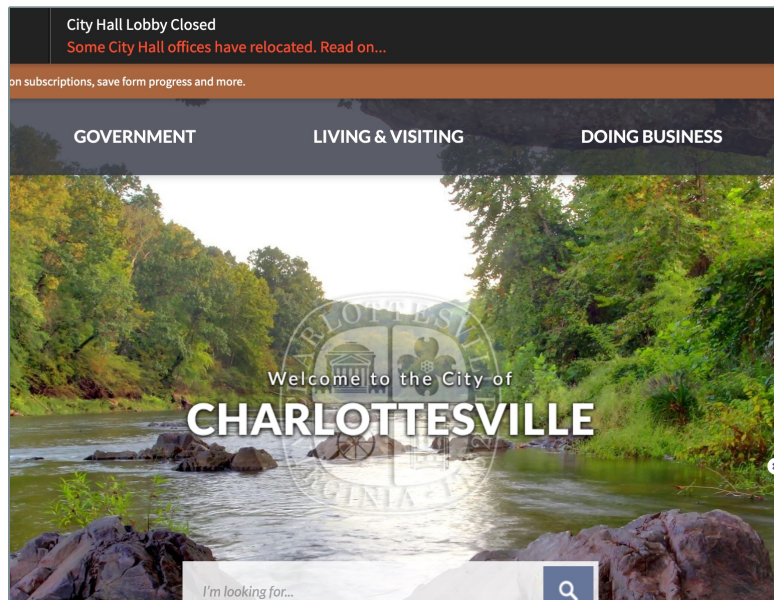


INVISIBLE DISABILITIES





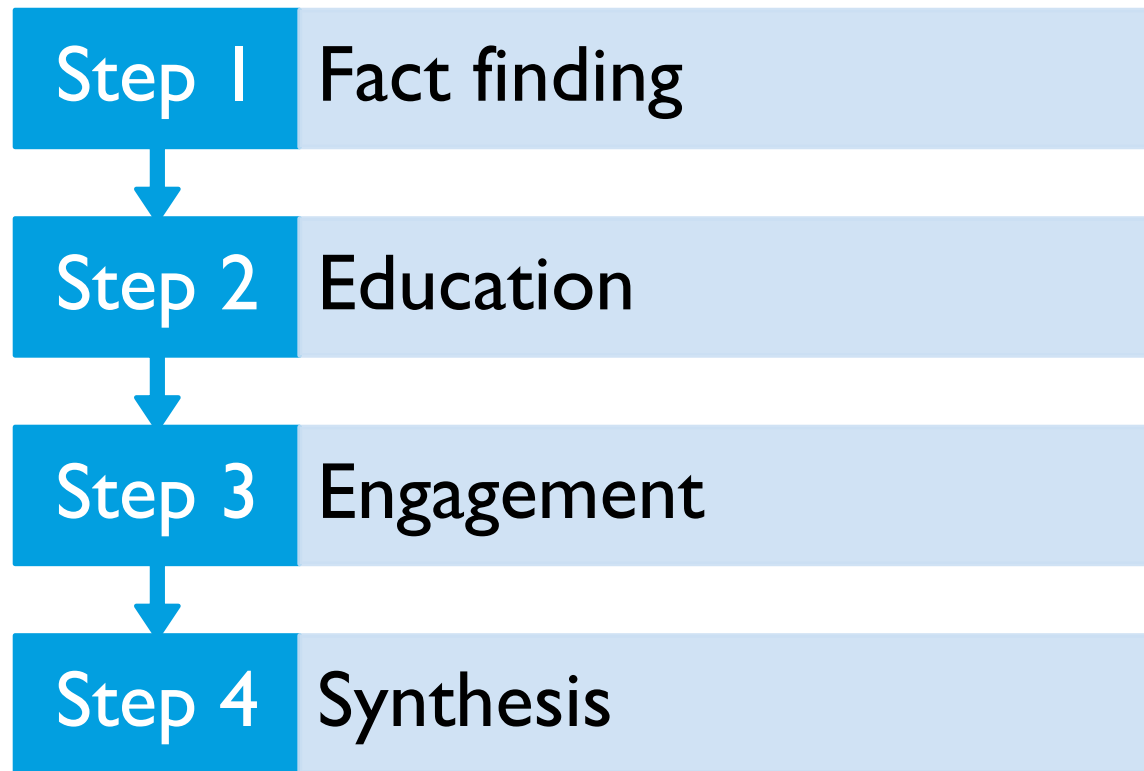
ADA TRANSITION PLAN



SCHEDULE

- PROWAG ROW Assessment – 165 miles (finished)
- Public Engagement – Ongoing
- Transit Assessment – 219 locations (finished)
- Parks Assessment – 30 Parks (finished)
- Facility Assessment – Starting Next Week
- Programs/Services/Website - Ongoing
- Report drafting and delivery following completion

PUBLIC ENGAGEMENT – ‘REPRESENTATION MATTERS’



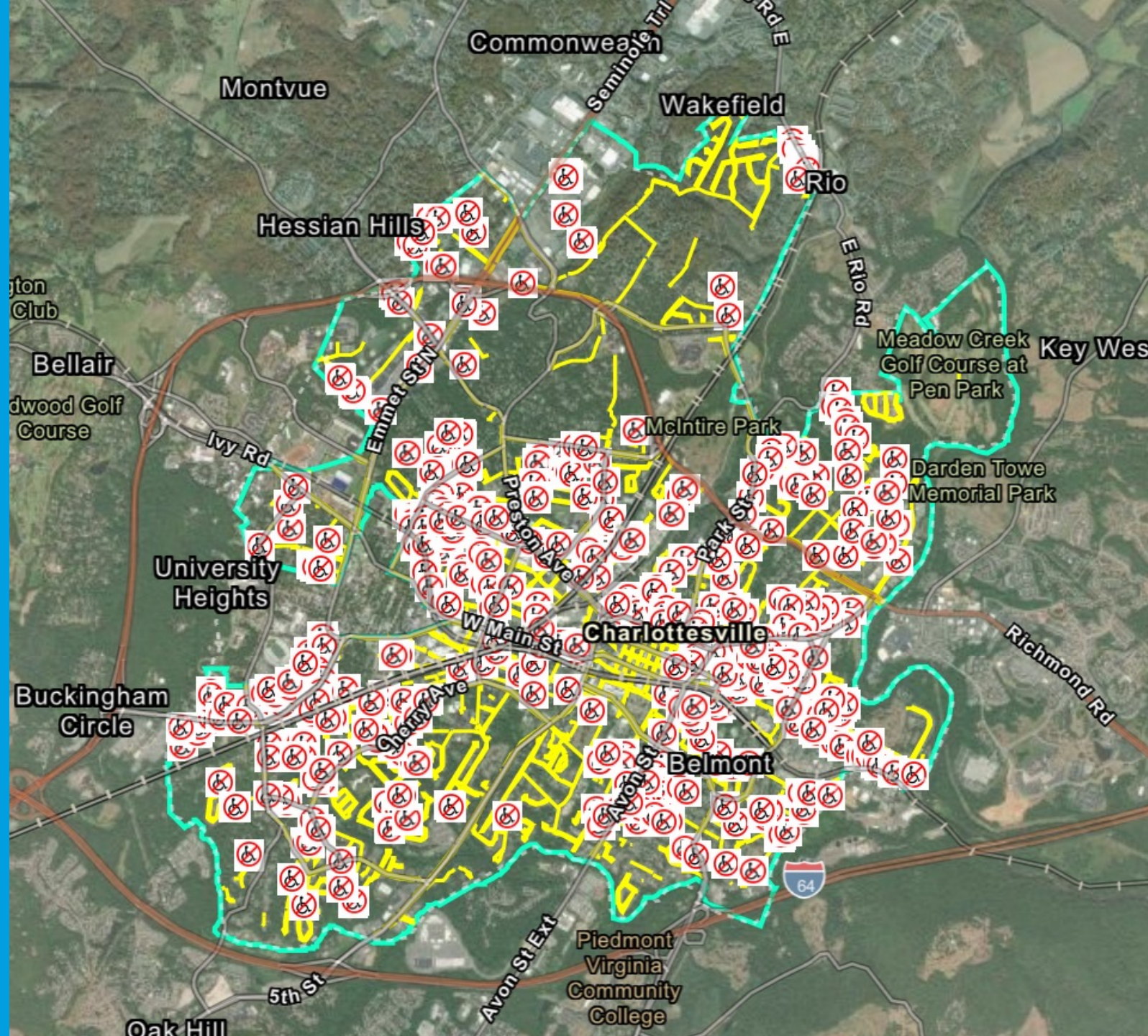
SURVEY: ARE THERE ANY AREAS OF IMPROVEMENT?

- *“Sidewalk maintenance being up to each property owner inherently leads to inaccessibility, whether due to overgrown vegetation or a snowstorm. It hasn't snowed much lately, so it's hard to say how this is really going. For vegetation, a complaint-driven process works reasonably well over time, but each submitted complaint is really a documentation of an instance of inaccessibility.” –P.*
- *Sidewalk obstructions infringing on accessible path of travel, especially fire hydrants, telephone poles, and discarded motorized bicycles. –V.*

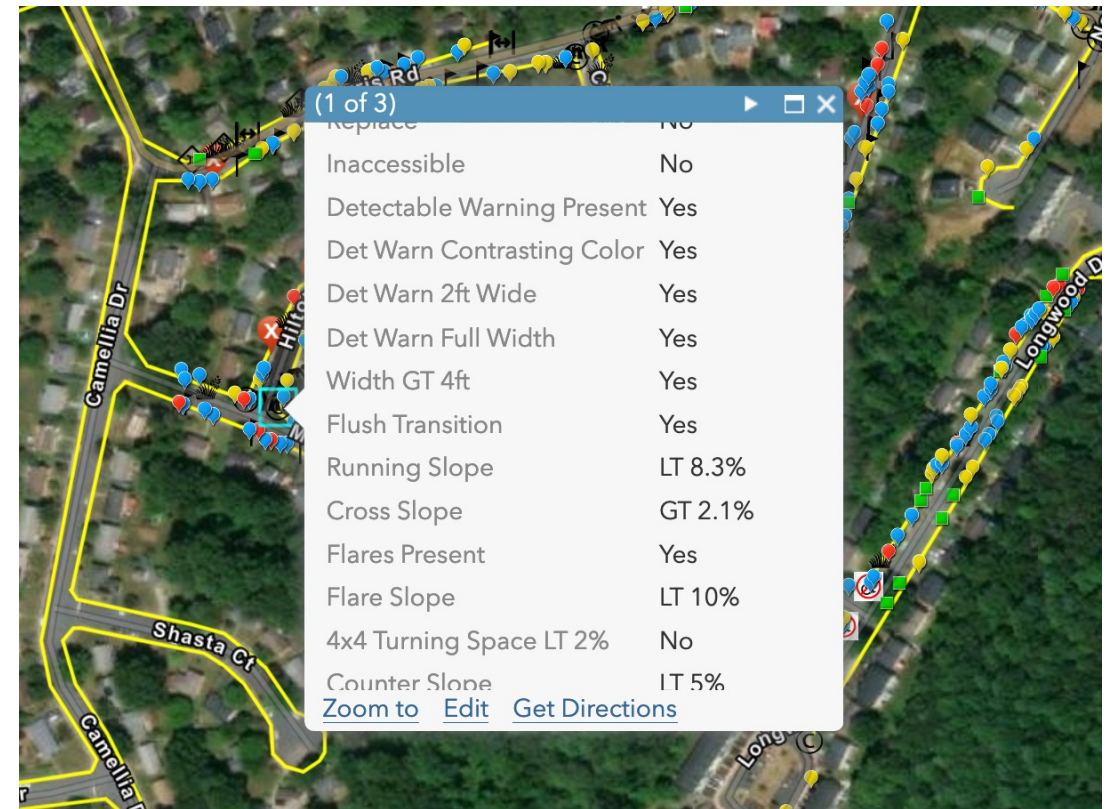
CONTINUED: ARE THERE ANY AREAS OF IMPROVEMENT?

- *“Bus stops are rarely covered; their design is mean and not comfortable.” – E.*
- *“Transportation for old citizens seems to be an area that needs more thought.” – S.*
- *“There are so many places all over the city that don't have sidewalks.” –J.*
- *“Because of JAUNT limitations I do not go out very much any more, although I wish I could.” –M.*

PUBLIC RIGHT- OF-WAY ASSESSMENT



CURB RAMP ASSESSMENT



OBSTRUCTIONS



VERTICAL HEIGHT DISPLACEMENTS (TRIP HAZARDS)



SIDEWALK GAPS



FINDINGS - ROW

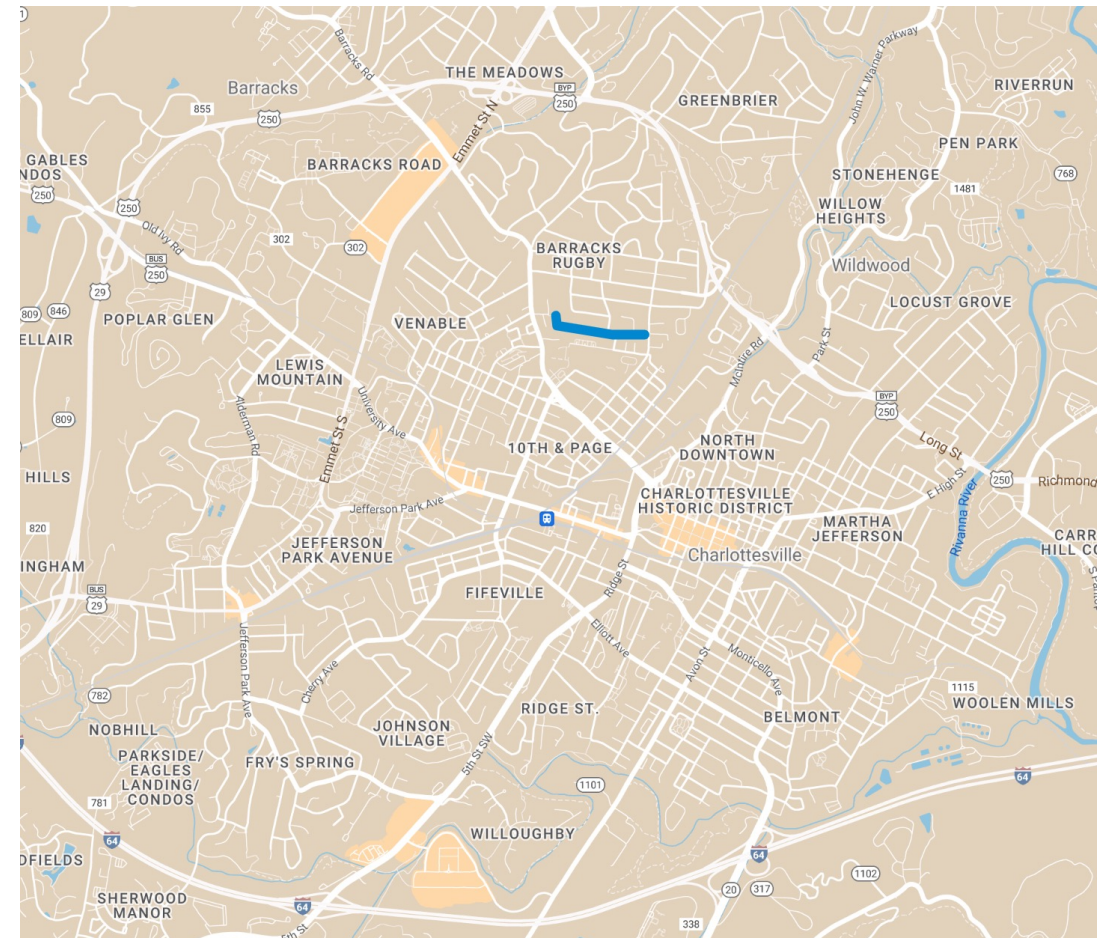
- Extreme Cross Slope Issues – 521
- Driveway Cross Slope Issues – 4,627
- Obstructions – 6,383
- Sidewalk Conditions (vertical height displacements/degraded panels) – 30,703
- Sidewalk Gaps – 167

FINDINGS - ROW

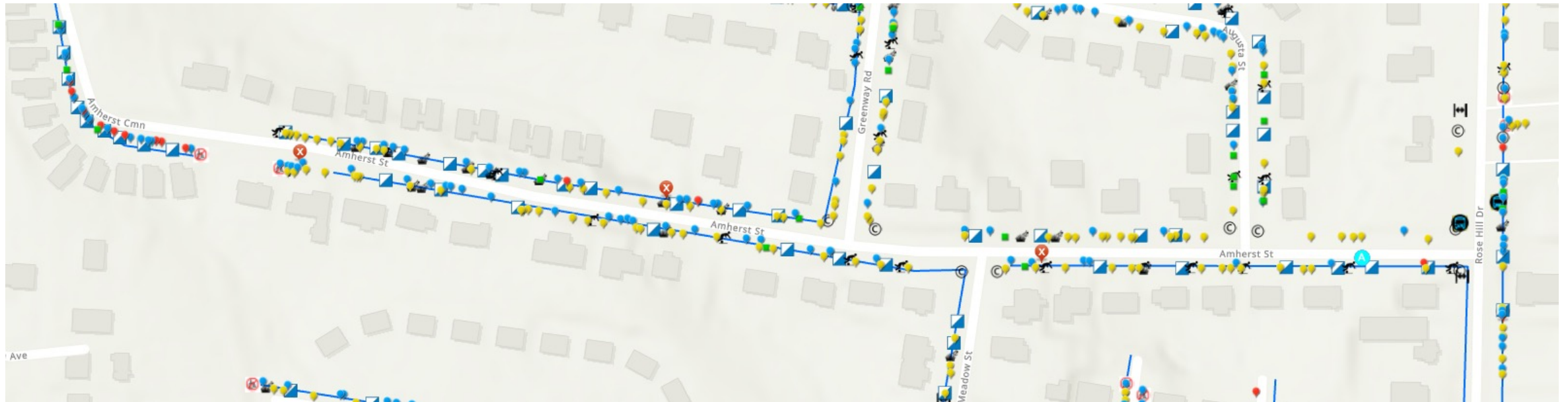
- Sidewalk Less Than 4 ft Width – 313
- Pedestrian Signals – 225
- Crosswalks – 436
- Missing Curb Ramps – 551
- Curb Ramps – 2,760
 - Compliant - 53

PRIORITIZATION - ROW

- Amherst St. – 249 unique deficiencies (824 deficiencies per mile)



PRIORITIZATION - ROW



FINDINGS - PARKS

■ 1,142 Total Deficiencies

Finding ID: 834788 | MFID#: 16626



Figure:



Show Map

Latitude/Longitude:
38.0242300000 -78.4551700000

Wheel/Direction:
N/A

Attached Document:

Area Description: Portable Accessible Toilet

Barrier Finder

Group: Signs

Type: Directional And Informational Signs

Subtype 1: Restrooms

Subtype 2: Missing

Feature: N/A

Item:

As Built Condition: Accessible restroom lacking ISA identifier

Finding: Provide directional signage to the nearest accessible restrooms.
Signs that identify, direct to or give information about accessible elements and features of a building or site, shall have a non-glare finish, contrast with their background, be

Citations: Barrier Standard Citation
2010 ADAS 216 R

Status Legend

Add Section +

Add Area +

Reorder

First Previous Next Last

Showing 5 of 18

> Parking

> Parking lot (1)

1. There are not enough accessible stalls. There are 34 accessible parking stalls l...

> Accessible spaces (3)

> Portable Accessible Toilet (2)

5. Provide directional signage to the nearest accessible restrooms. Signs that ide...

6. The public / common use restrooms serving the facility are not on an accessibl...

> Circulating path

> Accessible route (2)

> Playground

> Playground (4)

> Swings (2)

> Accessible route (1)

> Boat Launch

> Accessible route (1)

> Paved jogging trail (Rivanna)

FINDINGS - PARKS

■ 1,142 Total Deficiencies



Figure:

Year Deficiency Found	Number of Deficiencies Found
2014	1
2015	1
2016	1
2017	1
2018	1
2019	1
2020	1
2021	1
2022	1
2023	1
2024	1
2025	1
2026	1
2027	1
2028	1
2029	1
2030	1
2031	1
2032	1
2033	1
2034	1
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2094	1
2095	1
2096	1
2097	1
2098	1
2099	1
2100	1

Show Map

Latitude/Longitude:

38.0244800000 -78.4549000000

Wheel/Direction:

N/A

Attached Document:

None

Area Description: Parking lot

Barrier Finder

Group: Parking - Off Street

Type: Parking Lot

Subtype 1: Number of Spaces

Subtype 2: Not Enough Accessible Space

Subtype 3: Single Lot

Feature: N/A

Item:

As Built Condition: 34 total; 1 accessible; 0 van

Finding: There are not enough accessible stalls.
There are 34 accessible parking stalls including 0 designated for a van.
There should be a minimum of 2 accessible parking stalls

Citations: Barrier Standard Citation

2010 ADAS 208.2

Showing 1 of 18

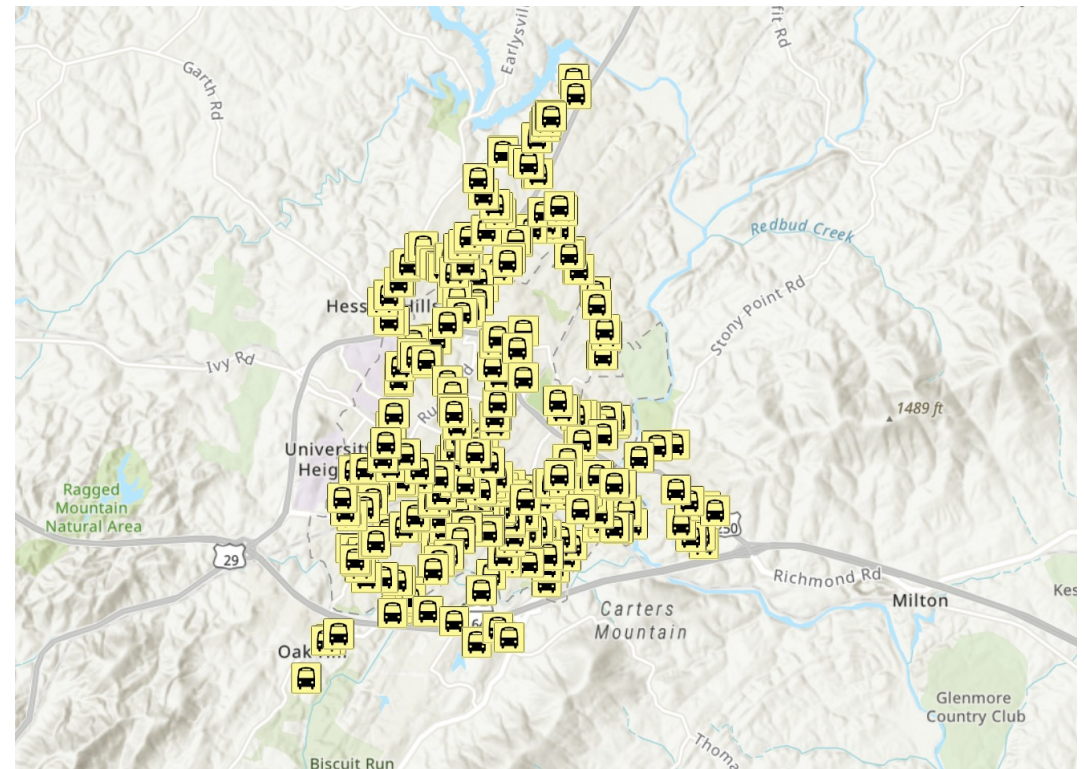
First Previous Next Last

Add Section + Add Area + Reorder

- > Parking
 - > Parking lot (1)
 - 1. There are not enough accessible stalls. There are 34 accessible parking stalls inclu...
 - > Accessible spaces (3)
 - > Portable Accessible Toilet (2)
 - > Circulating path
 - > Accessible route (2)
 - > Playground
 - > Playground (4)
 - > Swings (2)
 - > Accessible route (1)
 - > Boat Launch
 - > Accessible route (1)
 - > Paved jogging trail (Rivanna)
 - > 1/2 Mile loop (2)
 - > Area descriptions with no section
 - > Findings with no area description (0)

TRANSIT STOPS

- Assessed 219 City of Charlottesville Transit Stops
- Assessed for boarding/alighting areas
- Slope
- Pedestrian Access route
- Signs

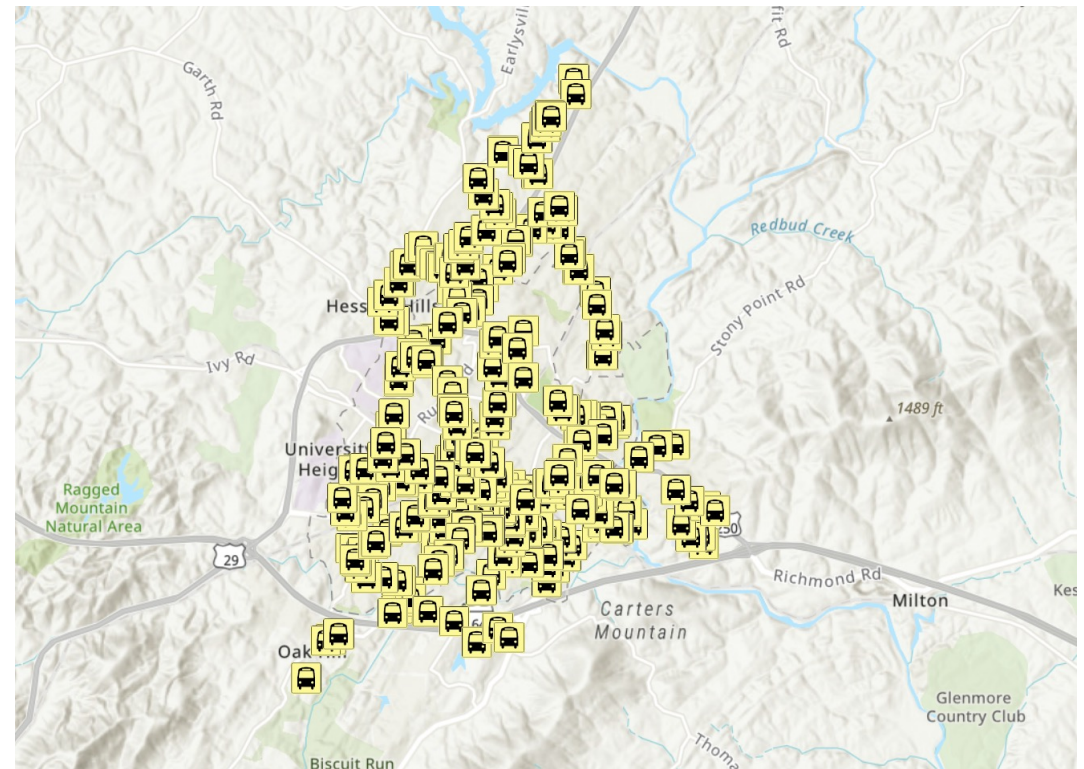


TRANSIT STOP EXAMPLES



TRANSIT STOPS - FINDINGS

- 184 out of 219 with some deficiency



FACILITIES SELF-ASSESSMENT

Step 1

Identify/confirm
all facilities/parks
– Identify historic
properties/special
cases

Step 2

Perform all
assessments

Step 3

Generate reports



PROGRAMS/SERVICES/WEBSITE – DR. JANA BURKE, PH.D, ADAC

- President and founder of Mariposa Professional Services, a consulting firm specializing in ADA compliance strategies for organizations with rights and responsibilities under the law.
- Previously Project Director and Principle Investigator for the Rocky Mountain ADA Center
- Served as ADA Coordinator for Colorado Springs, CO.
- Nationally recognized expert



QUESTIONS AND ANSWERS

- Matt's Experience
- Specific areas of sidewalk posing accessibility challenges?
- How about facilities and parks?
- What about programs or services?

