



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

Agenda Packet Attachments

1. Agenda
2. Martha's Rules (for reference)
3. DRAFT 05-16-2024 HRC Regular Meeting Minutes
4. DRAFT 06-06-2024 HRC Work Session Minutes
5. DRAFT 06-20-2024 HRC Regular Meeting Minutes
6. DRAFT 06-27-2024 HRC Special Meeting Minutes
7. OHR Staff Report
8. 2024 HRC Annual Work Plan

Attachment 1



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

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

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

1. WELCOME

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

2. MATTERS BY THE PUBLIC – IN PERSON ATTENDEES ONLY

- a. Public Comment

3. MINUTES

- a. *05-16-2024 HRC Regular Meeting Minutes
- b. *06-06-2024 HRC Work Session Minutes
- c. *06-20-2024 HRC Regular Meeting Minutes
- d. *06-27-2024 HRC Special Meeting Minutes

4. BUSINESS MATTERS

- a. Chair Update
- b. OHR Staff Report

5. WORK SESSION

- a. Legislative Priorities Panel
 - i. Laura Dobbs, Housing Opportunities Made Equal of Virginia
 - ii. Virginia Jenkot, Virginia Beach Human Rights Commission
 - iii. Jon Thompson, Alexandria Human Rights Commission
 - iv. Michael Simms, Fairfax County Office of Human Rights and Equity Programs
 - v. Katrina Callsen, Virginia House of Delegates District 54
 - vi. Creigh Deeds, Virginia State Senator District 11
- b. Annual Work Plan Check-in
- c. Confirmation of next Work Session on 08-01-2024
- d. New business

6. MATTERS BY THE PUBLIC – IN PERSON AND VIRTUAL ATTENDEES

- a. Public Comment (webinar attendees use the “raise hand” function, phone attendees use *9)
- b. Commission response to Matters by the Public

7. COMMISSIONER UPDATES

8. NEXT STEPS & ADJOURN

* ACTION NEEDED

Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call the ADA Coordinator at (434) 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.

Attachment 2

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 3



**Human Rights Commission
Regular Meeting
Meeting Minutes
May 16, 2024
Hybrid Meeting
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. Vice Chair, Wolfgang Keppley, called the meeting to order at 6:37 pm
- b. ROLL CALL
 - i. Ernest Chambers (arrived 6:47pm)
 - ii. Wolfgang Keppley
 - iii. Mary Bauer
 - iv. Kathryn Laughon (arrived 6:42pm)
 - v. Suzanne Lynn
 - vi. Heather Roberson-Gaston
- 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 – IN-PERSON ATTENDEES ONLY

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

3. BUSINESS MATTERS

- a. OHR STAFF REPORT
 - i. Outreach Specialist
 - 1. Has organized several events including the Groundwater training, Community Read panel, and the Fair Housing presentation
 - 2. Beginning to plan education and awareness events for July about Disability Pride Month---contact Lily if interested in helping
 - 3. Participating in Connected Communities Learning Cohort yearlong program to connect 15 civic leaders across the country working on similar missions to the OHR and HRC
 - ii. Director
 - 1. Investigator-in-Training and Intake Specialist completed the 32-hour EEOC intake counseling course whose material will be incorporated into the Office

2. Investigator-in-Training also completed an investigation training course with Cornell
3. OHR Intern is graduating undergrad and beginning Master's program in the fall
 - a. Completed Honors Thesis defense about human rights commissions (will deliver presentation to HRC in June)
4. Commissioner asks about significant increase in incoming and outgoing contacts in April
 - a. Director says this increase is probably due to increased contact with a single individual

4. MINUTES

- a. Review of work session minutes from 4/4/24
 - i. Suzanne makes motion to approve minutes
 1. Mary seconds
 - ii. Vote
 1. In favor: 6
 2. Opposed: 0
 3. Abstained: 0
 - iii. Motion to approve minutes passes
- b. Review of regular meeting minutes from 4/18/24
 - i. Mary makes motion to approve minutes
 1. Commissioner seconds (inaud.)
 - ii. Vote
 1. In favor: 6
 2. Opposed: 0
 3. Abstained: 0
 - iii. Motion to approve minutes passes

5. BUSINESS MATTERS

- a. CHAIR UPDATE (meeting lead shifts from Vice Chair to Chair)
 - i. Chair, Ernest Chambers, discusses events related to protests at UVA
 1. Trying to information gather before releasing a statement—there seem to be discrepancies between witness accounts and UVA administration
 2. The HRC will release a statement; wants to ensure the HRC is doing work for Charlottesville residents and UVA students
 3. Primary concern is with local police being present setting a perimeter for state police
 - a. Commissioner adds that local police were also making arrests and expresses desire to do more than release a statement
 - ii. Expresses appreciation for OHR staff's work in helping prepare the June 6 panel
- b. Discussion of response to UVA events
 - i. Commissioner supports releasing a statement, as well as potentially holding some kind of special hearing or inviting witnesses
 1. Wants to inquire more deeply
 - ii. Commissioner asks about whether the Commission could help in any ongoing cases featuring protestors
 - iii. Commissioner discusses preserving freedom of speech and listening to

those who may not agree

1. Statement could include how City resources were used to infringe upon individuals' rights
- iv. Commissioner agrees that the Commission should use its power to inquire the City on its decisions and use of resources
 1. Another Commissioner suggests considering using the July panel as an investigative community discussion
 2. Could open virtual participation to allow for attendance of UVA students
 3. May not have to be a single event; keep in mind protecting the privacy and identity of attendees (some cases have not yet been dismissed)
- v. Director has not heard about other ongoing investigations into the City's actions
 1. There was some discussion at the last City Council meeting
 2. Commissioner suggests asking the City directly about actions since the protests
- vi. Commissioner expresses desire for Charlottesville Police Chief to hold a town hall
 1. Another Commissioner suggests inviting the Chief to speak to the Commission
- vii. Commissioners discuss next steps for action
 1. Commissioner asks about legal possibility of holding a special meeting for further action
 - a. Just have to publicly notice the meeting at least three days in advance
 2. Commissioner points out that the OHR and HRC is already on the City Council agenda on 6/3; will have a 30-45 minutes time slot
 3. Commissioners discuss potential question to ask the City
 - a. What equipment did police bring with them/what were they prepared to do upon arrival to the scene?
 - b. What precipitated them going? How much did it cost the City?
 - c. What directive(s) came from the state?
 - d. How and when were certain decisions made?
 4. Commissioners decide to send a letter with questions ahead of the 6/3 City Council meeting to give them time to formulate responses; will follow up on the letter at the Council meeting
 - a. Commissioners will circulate an email thread to draft questions before 5/27 or 5/28 so that OHR staff can synthesize questions into a single list
 5. Letter could be sent with a press release to garner public attention

6. WORK SESSION

- a. Review of proposed amendments to the Charlottesville Human Rights Ordinance (OHR staff)
 - i. HRC Director presents proposed amendments to the Human Rights Ordinance (presentation slides and full draft are available in the agenda

packet)

- ii. Main changes are related to meeting requirements to enter a Fair Housing Assistance Program (FHAP) workshare, clarifying HRC roles, and updating components of the OHR investigation process
- iii. Commissioner questions
 - 1. Commissioners discuss whether the Commission's research project requirement is a reasonable expectation of the Commission
 - a. Commissioners say that they would like to make the research project a possibility, but not a requirement ("will" to "may")
 - b. Commissioner adds that they would like to add something about information gathering related to the Commission's annual focus areas
 - i. Could be something for the Commission's Rules & Procedures instead of the Ordinance
 - ii. Amendments to the HRC's Rules & Procedures may occur at any point with five days advance notice of the written proposed changes
 - 2. Commissioners discuss the Commission's role in appeals on findings of reasonable cause
 - a. Director asks Commissioners whether they want to do a public hearing or review of record when a respondent appeals a finding of reasonable cause
 - b. Commissioner and Director discuss due process in the current investigation process compared to the proposed changes
 - c. Commissioner asks what other HRCs are doing
 - i. Director says many Commissions have limitations on what can be introduced—they all have something similar to Charlottesville's current Ordinance with varying degrees of scope
 - d. Public hearing allows for introduction of new evidence, witnesses, etc.; review of record would allow the Commission to create its own parameters on what is allowed to be introduced (they could simply review the investigator's report instead of having to manage new evidence)
 - e. The Commission's powers following a public hearing or review of record would remain the same
 - f. Commissioner points out that respondents are more likely to be able to find legal representation during a public hearing
 - g. Commissioners may continue to think about their role in appeals and report back to staff
- b. Planning for the first expert panel
 - i. Outreach Specialist shares that Home to Hope, Blue Ridge Area Coalition for the Homeless (BRACH), the NAACP, and Democratic

Socialists of America (DSA) have confirmed participation

1. Still waiting on confirmation from Region 10
 - a. Director says that Region 10's Director of Housing Programs is unable to attend, but staff can reach out to other wraparound service leaders there (can compile a list of names)
2. Legal Aid Justice Center (LAJC) will not be attending, but will share legislative recommendations later in the summer
3. Central Virginia Legal Aid Society (CVLAS) cannot participate
- ii. Will take place at Carver Rec
- c. Planning for July legislative priorities panel
 - i. Need to reach out to Delegate Katrina Callsen and Senator Creigh Deeds
 - ii. Commissioners support HRC Director reaching out to Chairs/Directors of other HRCs in the state for their presence or list of recommendations
 - iii. Commission also decides to reach out to Housing Opportunities Made Equal of Virginia (HOME)
 1. OHR staff are also currently in contact about collaboration on research of source of funds systemic issue
- d. Annual work plan check-in
 - i. Commission reviews actions listed on the work plan
 - ii. Chair has not yet talked to community members about reparations
 - iii. OHR staff are collaborating with Commissioners to compare existing ally training curriculums and update them
 - iv. Commissioner asks about ways to keep track of what the HRC has been doing and which actions are in progress
 1. Director says OHR staff keep track of HRC actions during the year in a spreadsheet, which will appear in the CY2024 Annual Report
 2. Will also integrate current actions into the work plan itself
- e. Confirmation of next work session on 6/6/24
 - i. Will occur on 6/6 at Carver Rec
 - ii. Will tentatively adopt Ordinance amendments at the 6/20/24 Regular Meeting
- f. New business
 - i. None

7. MATTERS BY THE PUBLIC – IN-PERSON AND VIRTUAL ATTENDEES

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

8. COMMISSIONER UPDATES

- a. None

9. NEXT STEPS

- a. OHR staff
 - i. Todd: Create list of potential Region 10 contacts for 6/6/24 panel
 - ii. Planning for July panel: reach out to Del. Katrina Callsen, Sen. Creigh Deeds, Virginia HRC Chairs and Directors, and HOME of Virginia
- b. UVA events next steps

- i. Circulate list of questions for the City via email; respond by 5/28
- c. Upcoming meetings
 - i. City Council meeting on 6/3/24: OHR/HRC Annual Report presentation
 - ii. HRC work session at Carver Rec on 6/6/24: housing expert panel
 - iii. HRC regular meeting at CitySpace on 6/20/24
 - 1. Commissioners should review proposed Ordinance amendments ahead of meeting

10. ADJOURN

- a. Meeting adjourned at 8:14 pm

Pending HRC Approval

Attachment 4



**Human Rights Commission
Meeting Minutes
Regular Meeting
June 6, 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.

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

1. WELCOME

- a. CALL TO ORDER
 - i. Chair, Ernest Chambers, called the meeting to order at 6:36 pm
- b. ROLL CALL
 - i. Ernest Chambers
 - ii. Wolfgang Keppley
 - iii. Kathryn Laughon
 - iv. 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 – IN-PERSON ATTENDEES ONLY

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

3. WORK SESSION

- a. Housing, Homelessness, and Wraparound Services Legislative Panel
 - i. Shayla Washington, Executive Director of the Blue Ridge Area Coalition for the Homeless (BRACH)
 - 1. There is a need for more truly affordable housing for people at or below 30% of the area median income (about \$25,000 annual income for a household of one)
 - 2. Wants City Council to fund a Homelessness Services Outreach Coordinator
 - a. BRACH is also in the process of acquiring private funding for this position, though ideally, it would be a team of two
 - 3. Wants Council to provide more funding to agencies who do targeted eviction prevention to reduce strain on non-profits
 - ii. Roy Fitch, Employment & Financial Opportunity Manager of Downtown Job Center and Home to Hope Supervisor (City of Charlottesville)
 - 1. Home to Hope is a re-entry program began in 2019 to provide resources to Charlottesville residents after experiencing incarceration

- a. One of the biggest challenges he sees for program participants is finding housing (more than finding work) due to their credit histories, rental histories, and criminal backgrounds
 2. Commissioner asks what program participants typically hear from landlords when they are trying to rent
 - a. Landlords may prefer not to rent to people with certain criminal backgrounds, particularly for those with violent crimes or multiple evictions
 - b. Landlords may require a security deposit, last month's rent, and first month's rent at once
 - c. Workaround credit
 3. Commissioner asks how program participants find housing
 - a. Sometimes they experience homelessness, or buy a car, or put themselves in non-ideal living situations
 - b. About 50% of intakes identify as unhoused or are homeless shelter residents
 4. Commissioner asks for recommendations
 - a. Not sure what options are available, but wants more shelters (even if temporary)
 5. Mr. Fitch discusses other barriers
 - a. Estimates it would take about a year for a person to work through the available resources in the area
 - b. 60-70% of participants also have certain restrictions on their licenses, records etc., and thereby must pursue license reinstatements
 - c. Education is a challenge—some participants have to get their G.E.D. to get a job
 6. State-level recommendations
 - a. Will let Todd know
- iii. George Dillard, Housing Chair of the NAACP
 1. The NAACP explains people's rights to them
 2. Works with the NAACP state chair
 3. Has seen changes over time as a longtime Charlottesville resident
 - a. Outside contracts came in to make builds for low-income people, but it is still not affordable
 - b. There are sometimes administrative problems, like losing an application
 4. Need affordable housing to be actually affordable
 - a. There are often additional costs, like parking
 5. Commissioner asks for biggest complaints he hears about housing
 - a. People's applications get turned down even though they have good enough credit
 - b. Landlords often ask for high upfront costs
 - c. Landlords will refuse to take care of their properties upon request
 6. Positions on the NAACP board are not paid

7. Commissioner asks how many people he advocates for
 - a. It varies
 - b. The NAACP tells people they offer education
 - i. It must operate by a certain set of rules
8. Commissioner asks what legislation the state-level chair is advocating for
 - a. Lots of things with HUD—state-level chair has shared documents with him
 - b. May be able to connect the Commission with her
- iv. Elizabeth Stark, Housing Justice Chair of Charlottesville Democratic Socialists of America (DSA)
 1. Is also the Eviction Prevention Case Manager at Piedmont Housing Alliance, where she administers funding for the VA Eviction Reduction program (she is speaking tonight on behalf of DSA and as an individual)
 2. Is still a renter despite having lived in Charlottesville since 2013
 3. For about two years, DSA would regularly canvass those who were facing eviction to talk to them about their rights and connect them with aid
 - a. Also has gone to eviction court and gave people information there
 - b. COVID moratoria and funding have expired
 - c. Charlottesville has robust rental relief funding for crises, but Albemarle funding does not
 - i. This has stressed other organizations who are a part of that relief system
 4. A crucial part of keeping tenants housed is having relief during crisis situations
 5. In Charlottesville, there is Community Resource Line funding
 - a. People can get \$1000 per month, up to \$3000 per year, and up to a \$10,000 lifetime limit
 - b. However, rent is still more expensive than this
 - c. There are also late fees, attorney fees, legal fees, etc.
 6. A local recommendation is tying Community Resource Line funding to market rent
 - a. Also wants representation for those facing eviction
 - i. Legal Aid Justice Center represents people who have a housing choice voucher
 - ii. Central Virginia Legal Aid Society represents people who make less than the federal poverty limit
 - iii. People who do not qualify for either of these are still struggling, and they also need representation
 7. Other local recommendations
 - a. There is currently no shelter for families
 - b. Wraparound services to address people who have emergencies not during business hours
 - c. 30-50% AMI are still struggling with current rent—look

- at market-rate rent and adapt services to that
 - d. Share tenant resources in plain English (ex. some people think a payer quit notice is an eviction)
- 8. State-level recommendations
 - a. Many bills have already been vetoed
 - b. Reinstate 14-day payer quit
 - c. Create option for payment plan to account for emergencies
 - d. "Just cause" or right to renewal
 - i. Many tenants cannot find or afford a place after their lease expires
 - ii. Landlords are allowed to refuse to renew a lease
 - e. Conditions issues are related to evictions; tenants should be able to assert conditions issues even while during an eviction
- 9. Commissioner asks about proposed legislation about fees
 - a. There was a bill to make all fees clear on the lease
 - b. Another Commissioner asks about restrictions in community funding to pay for fees other than rent
 - i. For the most part, tenants can use these resources for non-rent fees
- 10. Commissioner asks what she would prioritize
 - a. Ms. Stark would like to especially focus on local recommendations
 - b. Right to renewal
 - i. Until it is in place, tenants cannot access their other supposed rights because they will face retaliation
 - ii. Tenants often feel that all hope is lost when they receive a payer quit notice
- v. Deidre Creasy-Quirindoongo, Director of Adult Rehabilitation Services at Region 10
 - 1. Supervises the directors that supervise medical, substance use services, mental health case management, and the new Blue Ridge Center
 - a. PATH is a program with substance use services to assist people experiencing homelessness with mental health challenges to navigate housing
 - 2. Housing is at the front and the back
 - a. Many individuals are experiencing homelessness or a substance use challenge and have to leave and come back
 - 3. Wants to have some kind of unrestricted funding that is individualizable
 - a. Existing parameters do not always work for every individual
 - b. Housing is a great need, but there are also other needs, like for food, childcare, mental health services, etc., that

- help them sustain that housing
 - c. Funding would help organizations
 - d. Individuals need individualized help, like pest control, but funding is restricted
 - i. Could call upon tenant's rights, but they are likely still suffering during that process
 - ii. Domino effect and sustainability
 - 4. Another program she has is peer support---teaching advocacy
 - 5. Would eventually like to see those who have unmet needs to be able to speak up for themselves
- vi. Questions for Shayla Washington
 - 1. Commissioner asks about unnecessary barriers being put on her work, either locally or state-level
 - a. Needs more staffing
 - b. City management has been supportive
 - c. There have been talks of a new low-barrier shelter
 - d. Needs more funding and advocacy
 - i. Many residents support shelters, but not located near them
 - e. Need for more education and reducing stigma
 - 2. Commissioner asks how we convey information to the unhoused population
 - a. Ms. Washington would love to make more PATH workers full time
 - i. But this requires people to self-identify as having significant mental illnesses
 - 3. Commissioner asks what more she would like to see in terms of homelessness prevention services
 - a. The Haven currently has a HUD-funded, state-funded program that helps prevent people from falling into homelessness
 - i. However, they cannot access this aid until they are about to be evicted
 - b. Need for more prevention funding
 - c. Could increase the cap for those who qualify for homelessness prevention services
 - 4. Commissioner asks if there has been a shift in the types of landlords she works with
 - a. Housing navigation is lacking in the community
 - b. Agencies and nonprofits in the area are sharing the same list of landlords—there are not that many, and the ones that have more affordable units have less ideal living conditions
 - 5. Commissioner asks if there are any issues specific to women or gender minorities
 - a. Traditionally, there are more men who make up the unhoused population
 - b. There are typically shelter options for gender minorities
 - c. Transgender and non-binary people may choose which

- side they stay on
 - d. Those with service/emotional support animals and families will sometimes choose to sleep in their cars
 - 6. Commissioner asks whether there are talks for another homeless shelter
 - a. Talks are in progress with City management
 - 7. HRC Director asks where homelessness prevention limit comes from
 - a. Might be a local decision rather than from HUD
 - b. Ms. Creasy-Quirindoongo says specifically, the SA block grant funds have restrictive parameters
 - vii. Commissioner would like to continue these conversations and thanks panelists for their work in the community
 - 1. Commission has contact with Del. Katrina Callsen and Sen. Creigh Deeds, as well as City Council
 - 2. Shayla Washington is presenting to Council at 4pm on Monday, 6/17/24 for a state of homelessness address
 - 3. Ms. Creasy-Quirindoongo says the Wartime Fitness Warriors are holding a USA-certified boxing event at Charlottesville High School on Saturday, 6/8/24 whose proceeds go to at-risk youth
 - b. HRC Annual Work Plan
 - i. Regular meeting on 6/20/24 to discuss Ordinance amendments and HRC intern research
 - ii. No work session on 7/4/24, but will reconvene on 7/18/24 for Focus Area Legislative Priorities panel
 - iii. HRC Director and Chair presented on 6/3/24 to City Council about CY23 Annual Report
 - iv. No talks yet about Virginia HRCs meeting
 - v. Chair tells Commissioners to think about new ideas and previously vetoed bills in preparation for July panel
 - c. New business
 - i. Commissioner asks about questions for City police
 - 1. Need to narrow down which questions to ask the City
 - 2. Chair will speak with OHR staff about next steps
- 4. MATTERS BY THE PUBLIC – IN-PERSON AND VIRTUAL ATTENDEES**
 - a. PUBLIC COMMENT
 - i. None
 - b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
 - i. None
- 5. COMMISSIONER UPDATES**
 - a. None
- 6. NEXT STEPS**
 - a. Regular meeting 6/20/24 to present Ordinance amendments and HRC research
 - b. Regular meeting 7/18/24 to hold Focus Area Legislative Priorities Panel
 - c. Other next steps
 - i. Commissioners should think about topics related to legislative panel
 - ii. Chair and OHR staff to be in contact regarding questions for CPD
- 7. ADJOURN**
 - a. Meeting adjourned at 8:39 pm

Attachment 5



**Human Rights Commission
Meeting Minutes
Regular Meeting
June 20, 2024
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:30 pm**

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1. WELCOME

- a. CALL TO ORDER
 - i. Chair, Ernest Chambers called the meeting to order at 6:43 pm
- b. ROLL CALL
 - i. Ernest Chambers
 - ii. Charley Burton
 - iii. Kathryn Laughon
 - iv. Heather Roberson-Gaston
- 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. Meeting minutes approval will occur at next regular meeting due to a lack of quorum

4. BUSINESS MATTERS

- a. Discussion regarding action items
 - i. Chair suggests holding a virtual, public-noticed special meeting for actions items during this meeting
 - 1. Meeting must occur between 6/26/24-6/28/24 due to Director being out of town and Council Ordinance presentation timeline; also must provide notice three days in advance
 - 2. Must get approved Ordinance to HUD before mid-August to allow for acquisition of HUD funding
 - 3. Special meeting may occur after 4:30pm
 - 4. **Todd will confirm with City Attorney that meeting can be held online**
- b. CHAIR UPDATE
 - i. Expresses gratitude for 6/6/24 housing legislative recommendation panel
 - ii. Expresses desire for funding for anti-homelessness infrastructure to be

redirected to initiatives to directly support unhoused populations

c. OHR STAFF REPORT

i. Outreach

1. Filing a discrimination complaint brochure has been translated into six languages; printing is underway
2. Outreach Specialist will send PDFs of brochures to Commissioners
3. Working on a trivia event for Disability Pride month with OHR Investigator-in-Training
4. Dates for large annual festivals are included in the outreach update section in agenda packet
 - a. Let Lily know if able to attend
5. 7/18/24 panel updates
 - a. Confirmation from Katrina Callsen, Creigh Deeds, and Housing Opportunities Made Equal (HOME)
 - b. In talks with HRCs from Fairfax, Alexandria, and Virginia Beach about them bringing a representative
 - c. Have not heard from Arlington, Richmond, or Prince William

ii. HRC Director

1. Will present Ordinance revisions to Council on 7/15/24, pending approval from the Commission
2. Will soon be advertising for a new OHR Intake Specialist
 - a. Position will be posted 7/1-7/15

iii. OHR Intern

1. Presents research on human rights commissions in the United States
 - a. Slides will be attached to current set of minutes
 - b. Research question: "How does structure institutionally constrain human rights commissions during the process of adapting international conceptions of human rights down to the local level?"
 - c. Commission variation and comparison of different human rights commissions
 - d. Research background and methodology
 - e. Overview of paper
 - f. Human rights commission recommendations
2. Commissioner questions
 - a. Commissioner asks about paper references
 - i. Paper included discussion of philosophical human rights, though it is not the focus of the paper
 - b. Commissioner discusses institutional constraints of HRCs
 - c. Commissioner talks about Commission's experiences in the past with determining what its powers are and navigating burnout
 - d. Commissioner asks about public availability of the paper

- i. There is currently an embargo placed on the paper until May 2025, but Intern can send paper individually if interested
- ii. No current plans to do publication other than the Senior Honors Thesis

5. WORK SESSION

- a. Review of proposed amendments to the Charlottesville Human Rights Ordinance
 - i. Director presents proposed amendments (presentation slides attached in agenda packet)
 - ii. Is amending the Ordinance to meet requirements to enter a Fair Housing Assistance Program (FHAP) workshare with HUD, as well as make general document revisions for clarity and conciseness
 - iii. Commissioner asks about reason for the more self-contained process
 - 1. Complainants may appeal to the HRC; HUD has recommended a more self-contained process that does not include the Deputy City Manager for Social Equity in all decisions
 - iv. The new Ordinance has changed the Commission's role in appeals to be a review of record instead of a public hearing to simplify their role and prevent parties from having a potentially traumatic experience
 - 1. HUD recommended not giving respondents the option to appeal findings of reasonable cause since the Commission can already vote to review a finding of reasonable cause
 - a. Complainants may appeal a finding of no reasonable cause, and the Commission may vote to review a finding of reasonable cause
 - 2. For review of record, there would just be a review of existing documented information (no new evidence, no cross examination, no testimony, etc.)
 - a. The Commission still renders an opinion and recommendations for further action
 - v. Commissioner confirms with Director that under the current Ordinance, there are contradictory statements about complainant confidentiality and public hearing participation processes
 - vi. Commission cannot vote on these revisions tonight because of a lack of quorum, but there will be a special meeting to vote on these revisions
- b. Discussion of questions regarding CPD involvement on 5/4/24
 - i. Commissioners review questions previously compiled (document is in agenda packet)
 - ii. Commissioner would like to request all documents listed
 - iii. Commissioner would like to know about costs associated with CPD involvement (contained in a couple existing questions)
 - iv. Commissioner suggests including just a few questions with document and cost requests, then inviting the Chief to come speak to the Commission
 - v. Chair will meet with OHR staff on 6/21/24 to finalize questions to send to the City
- c. Annual Work Plan check-in
 - i. Need to vote to adopt proposed Ordinance amendments during a

special meeting

1. Will set up a poll to determine time of the special meeting
- ii. No word on VAHR conference
- iii. July
 1. No work session on 7/4/24
 2. Focus Area Legislative Priorities expert panel
 - a. Commissioner asks about doing more publicity to the public to call attention to the meeting
 - b. Outreach Specialist will ask Communications team about doing a TV spot to advertise the panel
- iv. August
 1. Work session 8/1/24: draft legislative recommendations
 2. Regular meeting 8/15/24: (tentative) adopt legislative recommendations

d. Commission confirms that they will *not* hold work session on 7/4/24 due to holiday

e. 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. Kathryn

i. Certain identities/populations are more impacted by homelessness

ii. Director says there was a presentation on homelessness and current housing needs, as well as the need for outreach, at the previous City Council work session

iii. Another Commissioner asks about possibility of HRC conveying more information to the public

1. Outreach Specialist has a newsletter; can include more details from presentation there

2. Commission can further develop a dialogue with Council

3. Chair could send a letter to Council elevating voices in the community working in housing

8. NEXT STEPS

a. Todd

i. Confirm that special meeting can be held online with City Attorney

b. Lily

i. Ask Communications about July panel advertisement

ii. Send out poll for special meeting

c. Upcoming meetings:

i. TBD: special meeting to vote on Ordinance revisions

ii. 7/18/24: regular meeting for legislative panel

iii. 8/1/24: work session to draft legislative recommendations

iv. 8/15/24: regular meeting to vote on legislative recommendations

9. ADJOURN

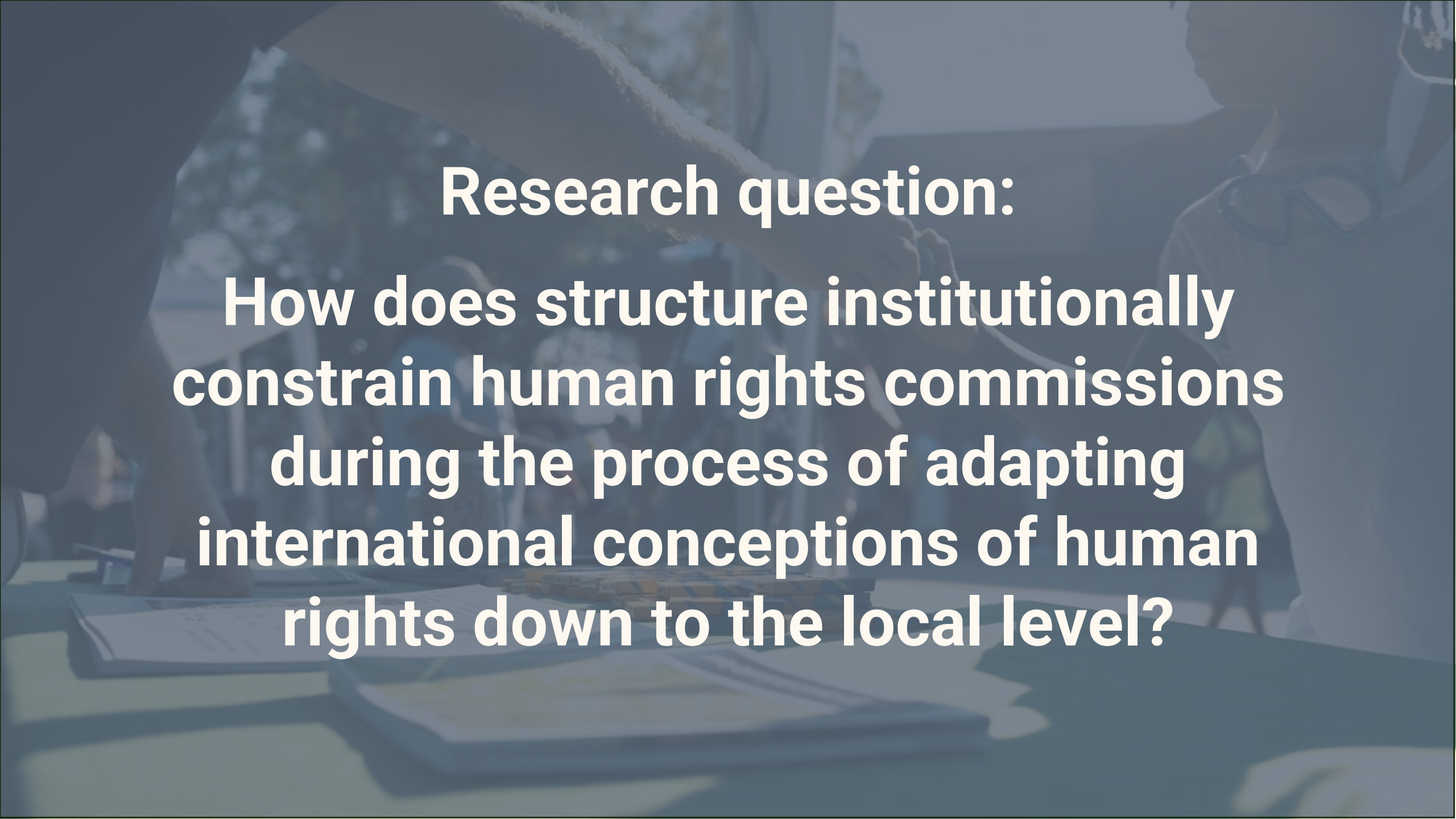
a. Meeting adjourned at 8:20 pm



"Act as a strong advocate...": An anthropological analysis of HRCs in the United States

**Ginny Helmandollar, OHR Intern
Senior Honors Thesis**

June 20, 2024

The background image is a blurred photograph of a group of people, likely students or professionals, gathered around a table. They appear to be in a collaborative work environment, with papers, a laptop, and other items on the table. The image is overlaid with a semi-transparent blue filter.

Research question:

**How does structure institutionally
constrain human rights commissions
during the process of adapting
international conceptions of human
rights down to the local level?**



Overview

- 1. HRC variation*
- 2. Research methodology*
- 3. Paper sections overview*
- 4. Recommendations*
- 5. Conclusion & questions*

Commission Variation

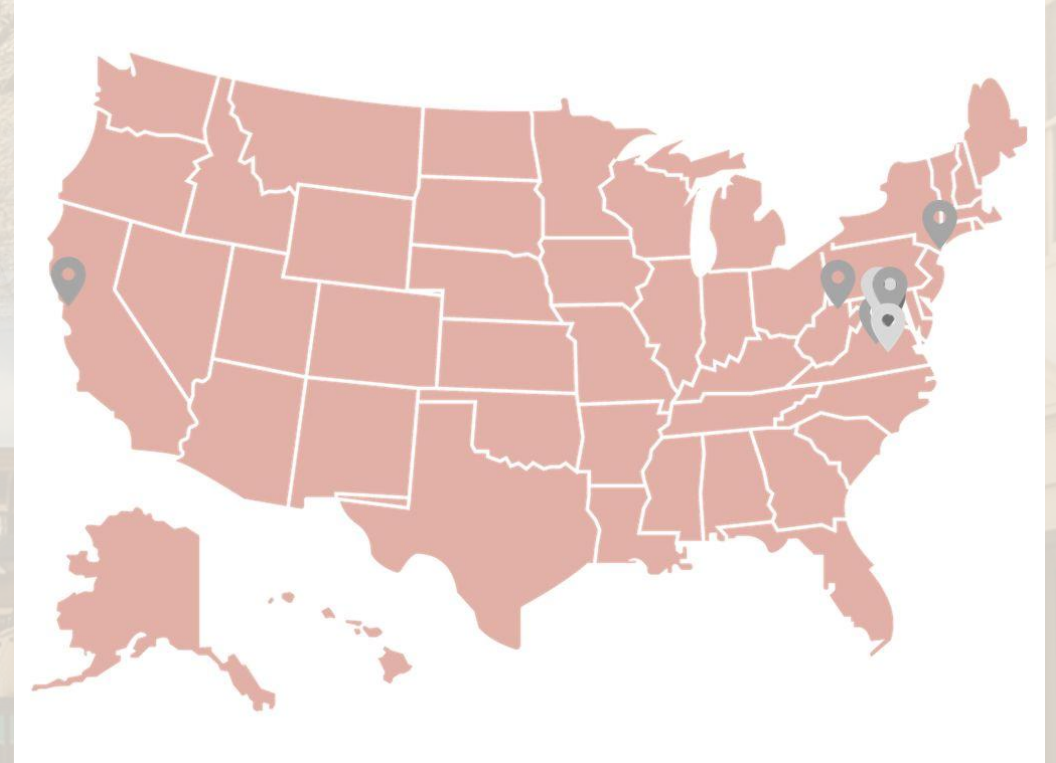
- What is a human rights commission?
 - A board composed of people appointed by their locality's government who are charged with defending human rights in their communities
- Vary in terms of:
 - Labels
 - Size
 - Capacities
 - Strategies



City of San Francisco (pop. 808,000)	Prince William County (pop. 487,000)	City of Charlottesville (pop. 45,000)
Est. 1964	Est. 1991	Est. 2013
11 Commissioners appointed by Mayor	9 Commissioners appointed by Board of Supervisors (no term limits)	9 Commissioners appointed by City Council
~40+ staff members	6 staff members	~4 staff members
Multiple staffed divisions (Civil Rights, non-staffed advisory committees, Office of Racial Equity, etc.)	Single staffed division	Single staffed division
Commissioners oversee staff	Commission maintains most active contact with County government	Staff maintains most active contact with City government

Methodology

- Ethnographic research centered on Charlottesville and personal experience
- Sociolinguistic Zoom interviews with 14 participants from HRCs in VA and beyond
- Participant meeting observations
- Analyses of public documents, including discourse analysis



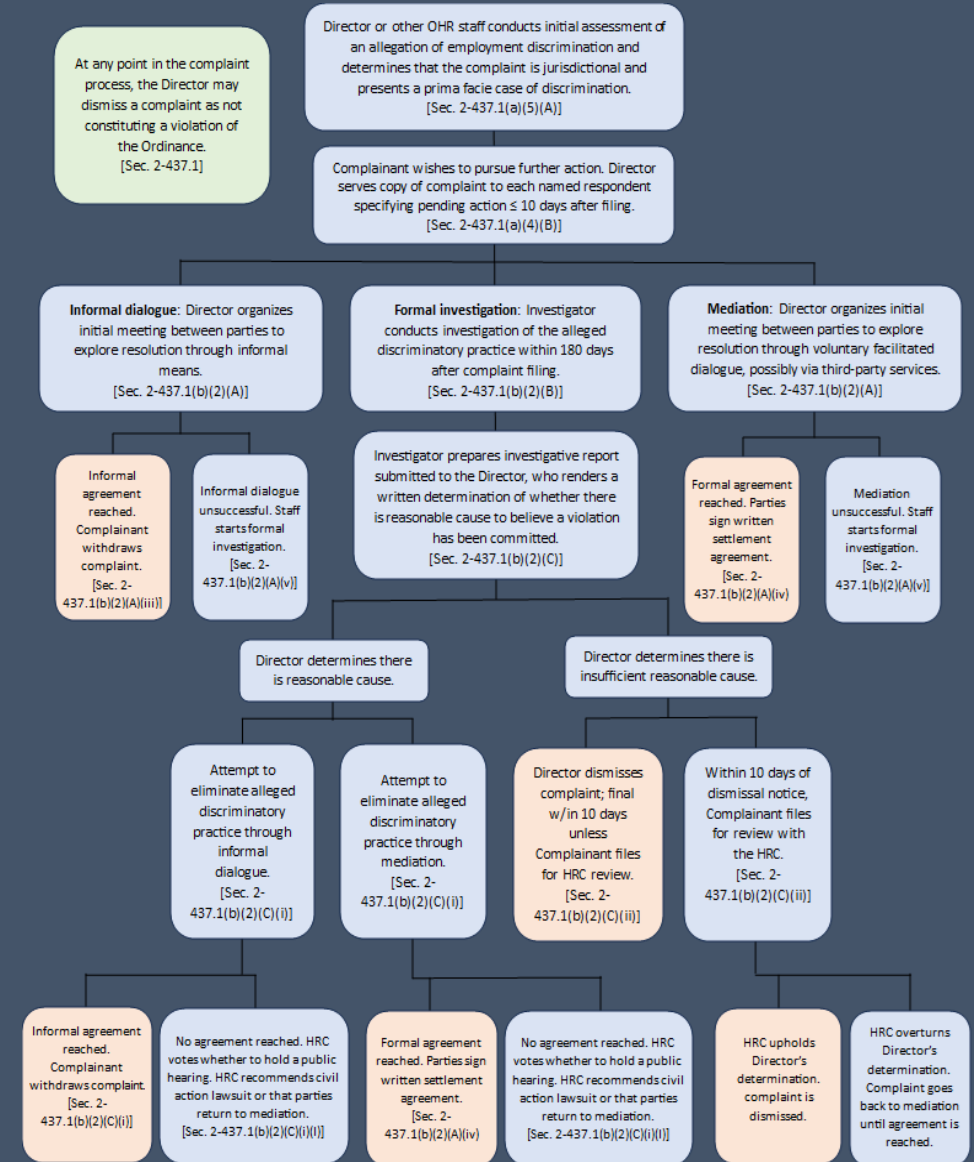
Section 1: The Question of Human Rights

- Human rights internationally
- Human rights locally
- Human rights personally



Section 2: Structure as a Constraint for HRCs

- There is structure ingrained in HRCs and their investigative agencies
- Structure as a constraint
 - Subjecting people to the system
 - Can leave Commissioners unclear about goals
 - Can put pressure on staff to guide



Section 3: The Role of HRCs in Activism

- Burnout in social justice
- Expectations vs. reality
- Grassroots vs. systemic advocacy



1. Adapt to a hybrid form of activism that uses both grassroots and systemic advocacy.

- Know the characteristics/benefits and drawbacks of each
- Leveraging authority while staying grounded
- Ex. Community panels
- Ex. OHR's tracking system

2. Engage young people.

- Younger generations may be interested in different forms of advocacy
- Younger people could have more time to commit
- Prepares young people for careers in human rights
- Ex. UVA student program (Resolution A18-2)
- Ex. PWHRC's Student Leadership Council

3. Be mindful of the needs and size of a community.

- Trying to take on more than would be realistic can result in burnout
- Seek creative solutions despite systemic restraints
- Ex. Some HRCs focus on community outreach over investigations
- Ex. Current Ordinance revisions

4. Ensure that leaders are passionate, committed, and empathetic.

- Elect leaders who are willing to go above and beyond and seek growth
- Many OHR/HRC leaders I talked to highlighted the importance of commitment
- Ex. VAHR

5. Build networks within and across HRCs and their related agencies.

- Make efforts to know each other's working styles and find methods that work best
- Look into other strategies that work for other localities (especially ones with similar sizes/systems)
- Ex. Maintaining relationships with other Commissions/Commissioners
- Ex. VAHR

In Conclusion...

- This advocacy comes with its challenges, but luckily, there are people willing to do the work!
- This research attempts to answer complicated questions, but it also brings up countless more
- Real-life applications and opportunity for real-world change

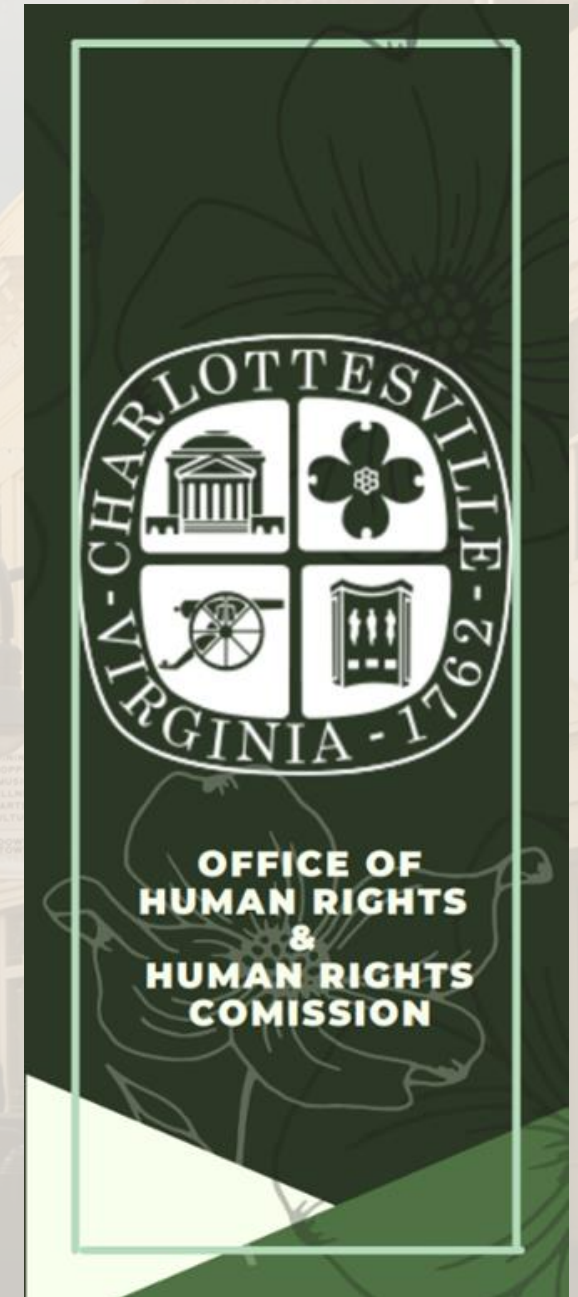


Image References

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Presentation template and other images provided courtesy of the City of Charlottesville.

Thank you!

Questions?



Attachment 6



**Human Rights Commission
Meeting Minutes
Special Meeting
June 27, 2024
Virtual/Electronic Meeting
5:30 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, Ernest Chambers, called the Zoom meeting to order at 5:33 pm
- b. ROLL CALL
 - i. Ernest Chambers
 - ii. Wolfgang Keppley
 - iii. Mary Bauer
 - iv. Suzanne Lynn
 - v. Heather Roberson-Gaston
- 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. Review of amendments to Charlottesville Human Rights Ordinance
 - i. No questions for HRC Director regarding amendments (presentation on amendments occurred during 6/20/24 regular meeting)
 - ii. Ernest makes a motion to adopt Human Rights Ordinance amendments
 - 1. Heather seconds
 - 2. Vote
 - a. In favor: 5
 - b. Opposed: 0
 - c. Abstained: 0
 - 3. Motion to approve Ordinance amendments passes
 - iii. Director will present the approved amendments to City Council at their 7/15/24 meeting

4. MATTERS BY THE PUBLIC

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

5. COMMISSIONER UPDATES

a. Ernest

- i. Ernest, Todd, and Lily met on 6/21/24 to discuss letter asking the City about the events from 5/4/24
 1. Will be making a FOIA request for the documents listed in the first four bullet points of the question brainstorm document (attached in 6/20/24 regular meeting's agenda packet)
 2. Director screen shares the letter draft to meeting attendees
 - a. Added FOIA request for documents that have already been shared with the public in addition to the four points
 3. Commissioners and Director discuss letter formatting
 - a. The documents that have already been made publicly available should be easier to compile and send, so this request is separate from the other document requests in the letter
 4. Commissioner asks whether this is the first interaction with the FOIA officer Brittaney Nelson
 - a. OHR staff had already been in communication with her regarding the requests, so she is already familiar with its contents
 5. Commissioners continue to discuss letter drafting
 - a. Most Commissioners present at the last meeting were in favor of minimizing the number of questions
 - b. Commissioners decide to send draft to the rest of the Commission and give them until 12pm the next day to respond with feedback before signing and sending
- ii. There is an outreach opportunity on Saturday, 6/29/24, at Washington Park

6. NEXT STEPS

a. Ernest

- i. **Sign off on FOIA letter**

7. ADJOURN

- a. Meeting adjourned at 5:52 pm

Attachment 7



City of Charlottesville Office of Human Rights Monthly Report: May 2024

Administrative Updates:

- Fair Housing Assistance Program (FHAP) workshare agreement
 - June 14: Staff met with representatives from HUD and the City Attorney's Office to review the proposed amendments.
 - June 27: Ordinance adopted by HRC.
 - July 15: First reading of ordinance by Council.
 - August 5: Proposed second reading of ordinance and anticipated vote by Council.
 - August 15: Deadline for submission of ordinance to 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
 - Human Rights Intake Specialist position posting closed on 7/15. Applications are currently being reviewed.

Outreach Updates:

- The OHR is hosting a Trivia event for Disability Pride Month in July. If commissioners would like to collaborate on this, please reach out to Lily.

Planned Outreach Events: Please save the dates for this year's big festivals! Lily will likely need support for these events.

Day	Date	Time	Event	Location	Organizer
Tuesday	7/23/24	4pm	Community Connection	Michie Dr	Region Ten
Thursday	7/25/24	6—7:30pm	Disability Pride Month Trivia	Firefly	OHR
Saturday	7/27/24	10:30am—7:30pm	Chihamba Festival	TBD	Chihamba Festival
Saturday	8/3/24	10am—4pm	Westhaven Community Day	Westhaven	PHAR
Saturday	8/17/24	TBD	Soul of Cville	IX Art Park	Soul of Cville
Saturday	9/7/24	12—7:30pm	Cville Pride	Ting Pavilion	Cville Pride
Saturday	9/21/24	2—9pm	Sabroso	Ting Pavilion	Sin Barreras

Service Provision Data:

- Current status
 - Complete data entered through June 2024.
 - Partial data entered for July 2024
- Updates
 - Values may change in subsequent reports if an error is caught and corrected.
 - Added “Reason for Complaint Closure: Administratively Closed” as a measure.

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Open office days in the month	22	20	20	22	22	19	22	22	20	23	18	20	250
Total Incoming & Outgoing Contacts	171	178	100	419	386	222	17	0	0	0	0	0	1493
Total Incoming Contacts	122	154	56	354	275	118	8	0	0	0	0	0	1087
Average Incoming & Outgoing Contacts/Day	8	9	5	19	18	12	1	0	0	0	0	0	6
Average Incoming Contacts/Day	6	8	3	16	13	6	0	0	0	0	0	0	4
Total Unique Individuals Served (rough count due to some anonymous contacts)													157
Contacts in Spanish	6	1	0	6	0	1	0	0	0	0	0	0	14
Total Staff Follow-ups (Outgoing)	36	16	28	54	72	59	6	0	0	0	0	0	271
Total Third-Party Contacts (Outgoing)	13	8	16	11	39	45	3	0	0	0	0	0	135
Total Individual Follow-ups (Incoming)	80	128	16	309	222	74	1	0	0	0	0	0	830
Total Third-Party Contacts (Incoming)	18	10	23	31	35	31	6	0	0	0	0	0	154
Total Inquiries (Incoming)	21	15	17	13	16	13	1	0	0	0	0	0	96
Total Complaints (Incoming)	3	1	0	1	2	0	0	0	0	0	0	0	7
Total Duration of all Incoming and Outgoing Contacts	27.21	21.12	10.79	39.75	35.85	24.06	1.79	0.00	0.00	0.00	0.00	0.00	160.57
Total Duration of Conciliation Activity Contacts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Duration of Informal Dialogue Contacts	0.00	0.00	1.38	0.00	0.00	0.33	0.50	0.00	0.00	0.00	0.00	0.00	2.21
Total Duration of Information Contacts	3.44	1.12	0.64	3.77	1.45	3.63	0.32	0.00	0.00	0.00	0.00	0.00	14.37
Total Duration of Intake Activity Contacts	16.85	12.83	3.92	30.20	12.86	5.99	0.73	0.00	0.00	0.00	0.00	0.00	83.38
Total Duration of Investigation Activity Contacts	0.33	0.40	0.08	0.00	0.16	0.32	0.00	0.00	0.00	0.00	0.00	0.00	1.29
Total Duration of Mediation Activity Contacts	0.08	0.00	1.45	0.48	0.96	2.09	0.16	0.00	0.00	0.00	0.00	0.00	5.22
Total Duration of Case Administration Contacts	0.40	1.22	1.46	3.58	19.51	8.56	0.08	0.00	0.00	0.00	0.00	0.00	34.81
Total Duration of Navigation & Advocacy Contacts (All Staff)	6.11	5.55	1.86	1.72	0.91	3.14	0.00	0.00	0.00	0.00	0.00	0.00	19.29
Total Duration of Navigation & Advocacy Contacts (TN)	4.22	1.07	0.56	1.48	0.50	2.81	0.00	0.00	0.00	0.00	0.00	0.00	10.64
Total Duration of Navigation & Advocacy Contacts (CC)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Duration of Navigation & Advocacy Contacts (TN & CC)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Duration of Navigation & Advocacy Contacts (LG)	0.08	0.00	0.00	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.16
Total Duration of Navigation & Advocacy Contacts (SK)	1.56	4.48	1.22	0.16	0.41	0.33	0.00	0.00	0.00	0.00	0.00	0.00	8.16
Total Duration of Navigation & Advocacy Contacts (GH)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Duration of Navigation & Advocacy Contacts (TN & SK)	0.25	0.00	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.33
Duration N&A Contacts (All Staff) out of Duration of All Contacts (%)	22%	26%	17%	4%	3%	13%	0%	0%	0%	0%	0%	0%	12%
Total Duration of N&A Application Assistance Contacts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Duration of N&A AG OCR Liaison Contacts	0.00	0.00	0.00	0.00	0.00	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.08
Total Duration of N&A City Agency Liaison Contacts	2.49	0.33	0.00	0.25	0.00	0.75	0.00	0.00	0.00	0.00	0.00	0.00	3.82
Total Duration of N&A Clerical Support Contacts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Duration of N&A CRHA Liaison Contacts	0.48	0.08	0.24	0.00	0.00	0.32	0.00	0.00	0.00	0.00	0.00	0.00	1.12
Total Duration of N&A Crisis Response Contacts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Duration of N&A DPOR Liaison Contacts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Duration of N&A EEOC Liaison Contacts	0.00	0.00	0.00	0.00	0.00	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.08
Total Duration of N&A Housing Navigation Contacts	0.33	0.16	0.24	0.89	0.66	1.25	0.00	0.00	0.00	0.00	0.00	0.00	3.53

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Total Duration of N&A Legal Aid Liaison Contacts	0.00	0.75	0.65	0.00	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.65
Total Duration of N&A Mental Health Navigation Contacts	0.00	0.00	0.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.24
Total Duration of N&A Other Agency Liaison Contacts	0.41	0.16	0.16	0.41	0.00	0.58	0.00	0.00	0.00	0.00	0.00	0.00	1.72
Total Duration of N&A Other Contacts	2.07	0.57	0.33	0.33	0.00	0.16	0.00	0.00	0.00	0.00	0.00	0.00	3.46
Total Duration of N&A Translation Services Contacts	0.50	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.75
Total Duration of N&A Safe Space Contacts	0.75	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Total Incoming & Outgoing Navigation & Advocacy Contacts	31	18	19	13	5	12	0	0	0	0	0	0	98
Total Incoming & Outgoing Navigation & Advocacy Contacts (CC)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Incoming & Outgoing Navigation & Advocacy Contacts (TN)	19	6	7	10	2	10	0	0	0	0	0	0	54
Total Incoming & Outgoing Navigation & Advocacy Contacts (LG)	1	0	0	1	0	0	0	0	0	0	0	0	2
Total Incoming & Outgoing Navigation & Advocacy Contacts (GH)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Incoming & Outgoing Navigation & Advocacy Contacts (SK)	10	12	11	2	3	2	0	0	0	0	0	0	40
Total Incoming & Outgoing Navigation & Advocacy Contacts (TN & SK)	1	0	1	0	0	0	0	0	0	0	0	0	2
Total Incoming & Outgoing Navigation & Advocacy Contacts (TN & CC)	0	0	0	0	0	0	0	0	0	0	0	0	0
Percentage: Navigation & Advocacy out of Total Contacts	18%	10%	19%	3%	1%	5%	0%	0%	0%	0%	0%	0%	7%
Total N&A Application Assistance Contacts	0	0	0	0	0	0	0	0	0	0	0	0	0
Total N&A AG OCR Liaison Contacts	2	4	2	0	0	1	0	0	0	0	0	0	9
Total N&A City Agency Liaison Contacts	10	2	0	1	0	1	0	0	0	0	0	0	14
Total N&A Clerical Support Contacts	0	0	0	0	0	0	0	0	0	0	0	0	0
Total N&A CRHA Liaison Contacts	6	1	3	0	0	4	1	0	0	0	0	0	15
Total N&A Crisis Response Contacts	0	0	0	0	0	0	0	0	0	0	0	0	0
Total N&A DPOR Liaison Contacts	0	0	0	0	0	0	0	0	0	0	0	0	0
Total N&A EEOC Liaison Contacts	0	0	0	0	0	1	0	0	0	0	0	0	1
Total N&A Housing Navigation Contacts	2	2	3	9	4	2	0	0	0	0	0	0	22
Total N&A Legal Aid Liaison Contacts	0	2	6	0	1	0	0	0	0	0	0	0	9
Total N&A Mental Health Navigation Contacts	0	0	3	0	0	0	0	0	0	0	0	0	3
Total N&A Other Agency Liaison Contacts	0	0	3	2	0	0	0	0	0	0	0	0	5
Total N&A Other Contacts	8	5	2	2	0	2	0	0	0	0	0	0	19
Total N&A Translation Services Contacts	1	1	0	0	0	0	0	0	0	0	0	0	2
Total N&A Safe Space Contacts	1	1	0	0	0	0	0	0	0	0	0	0	2
Total Inquiries: P.A. - Employment	4	4	4	1	4	4	0	0	0	0	0	0	21
Total Inquiries: P.A. - Housing	7	0	1	1	7	6	1	0	0	0	0	0	23
Total Inquiries: P.A. - Public Accommodation	5	1	3	1	2	0	0	0	0	0	0	0	12
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)	5	10	9	10	3	3	0	0	0	0	0	0	40
Total Complaints: P.A. - Employment	0	0	0	0	1	0	0	0	0	0	0	0	1
Total Complaints: P.A. - Housing	2	0	0	1	0	0	0	0	0	0	0	0	3
Total Complaints: P.A. - Public Accommodation	1	1	0	0	1	0	0	0	0	0	0	0	3
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	4	4	4	1	5	4	0	0	0	0	0	0	22
Employment inquiries & complaints in Charlottesville	2	1	2	1	2	2	0	0	0	0	0	0	10
Employment inquiries in Albemarle Co.	2	1	1	0	3	0	0	0	0	0	0	0	7
Employment inquiries in other and unspecified localities	0	2	1	0	0	2	0	0	0	0	0	0	5
Total Housing Inquiries & Complaints	9	0	1	2	7	6	1	0	0	0	0	0	26
Housing inquiries & complaints in Charlottesville	5	0	1	2	4	3	3	0	0	0	0	0	18
Housing inquiries in Albemarle Co.	4	0	0	0	1	2	0	0	0	0	0	0	7

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Housing inquiries in other and unspecified localities	0	0	0	0	2	1	0	0	0	0	0	0	3
Total Public Accommodation Inquiries & Complaints	6	2	3	1	3	0	0	0	0	0	0	0	15
Public accommodation inquiries & complaints in Charlottesville	5	2	1	1	1	0	0	0	0	0	0	0	10
Public accommodation inquiries in Albemarle Co.	1	0	0	0	1	0	0	0	0	0	0	0	2
Public accommodation inquiries in other and unspecified localities	0	0	2	0	0	0	0	0	0	0	0	0	2
Total Credit Inquiries & Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0
Credit inquiries & complaints in Charlottesville	5	2	1	1	1	0	0	0	0	0	0	0	10
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	5	2	1	1	1	0	0	0	0	0	0	0	10
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	5	10	9	10	3	3	0	0	0	0	0	0	40
Other (Unprotected) inquiries & complaints in Charlottesville	1	2	4	2	0	0	0	0	0	0	0	0	9
Other (Unprotected) inquiries in Albemarle Co.	0	0	0	0	0	1	0	0	0	0	0	0	1
Other (Unprotected) inquiries in other and unspecified localities	4	8	5	8	3	2	0	0	0	0	0	0	30
Total I&C: P.C. - Age	2	0	0	0	0	1	0	0	0	0	0	0	3
Total I&C: P.C. - Elderliness (Housing)	1	0	0	0	0	1	1	0	0	0	0	0	3
Total I&C: P.C. - Disability	6	1	3	2	7	1	0	0	0	0	0	0	20
Total I&C: P.C. - National Origin	4	2	0	0	0	1	1	0	0	0	0	0	8
Total I&C: P.C. - Pregnancy	0	0	0	0	0	0	0	0	0	0	0	0	0
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	0	0	0	0	0	0	0	0	0	0	0	0
Total I&C: P.C. - Race	1	1	0	1	1	1	0	0	0	0	0	0	5
Total I&C: P.C. - Color	1	0	1	1	1	0	0	0	0	0	0	0	4
Total I&C: P.C. - Religion	0	0	0	0	0	2	0	0	0	0	0	0	2
Total I&C: P.C. - Sex	0	0	0	0	0	0	0	0	0	0	0	0	0
Total I&C: P.C. - Gender Identity	1	0	0	1	0	0	0	0	0	0	0	0	2
Total I&C: P.C. - Sexual Orientation	0	2	0	0	1	0	0	0	0	0	0	0	3
Total I&C: P.C. - Source of Funds (Housing)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total I&C: P.C. - Military Status	1	0	0	0	0	0	0	0	0	0	0	0	1
Total I&C: P.C. - Not specified	10	10	13	9	9	4	0	0	0	0	0	0	55
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. - Other (Unprotected)	2	1	0	0	0	2	0	0	0	0	0	0	5
Total Contacts resulting in Referrals	4	1	4	1	5	2	0	0	0	0	0	0	17
Referrals to AG OCR	3	0	4	0	4	1	0	0	0	0	0	0	12
Referrals to AIM	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to APS	0	1	0	0	0	0	0	0	0	0	0	0	1
Referrals to CPD	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to CPS	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to CRHA	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to CRL	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to CVLAS	1	0	0	1	1	1	0	0	0	0	0	0	4
Referrals to DARS	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to DBHDS	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to DHS	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to DJC	0	0	0	0	0	0	0	0	0	0	0	0	0
Referrals to DLC	0	0	0	0	0	0	0	0	0	0	0	0	0

[illegible]

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Total Housing Complaints: P.C. - Marital Status	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Housing Complaints: P.C. - National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Housing Complaints: P.C. - Pregnancy	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Housing Complaints: P.C. - Childbirth or R.M.C.	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Housing Complaints: P.C. - Race	1	0	0	0	0	0	0	0	0	0	0	0	1
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. - Military 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	1	1	0	0	0	0	0	0	0	0	0	0	2
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	1	0	0	0	0	0	0	0	0	0	0	0	1
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	1	0	0	0	0	0	0	0	0	0	0	0	1
Total Pub. Accom. Comp.: P.C. - Sexual Orientation	0	1	0	0	0	0	0	0	0	0	0	0	1
Total Pub. Accom. Comp.: P.C. - Military 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	5	1	1	3	4	2	0	0	0	0	0	0	16
Total Closed Inquiries	16	14	16	10	12	11	1	0	0	0	0	0	80
Total Open Complaints	3	1	0	1	1	0	0	0	0	0	0	0	6
Total Closed Complaints	0	0	0	0	1	0	0	0	0	0	0	0	1
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	0	0	0	0	0	0	0	0	0	0	0
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 Complaint Closure: Administrative Closure	0	0	0	0	1	0	0	0	0	0	0	0	1
Reason for Inquiry Closure: Informal Resolution	0	0	0	0	0	1	1	0	0	0	0	0	2
Reason for Inquiry Closure: Navigation Only	13	8	11	2	9	8	0	0	0	0	0	0	51
Reason for Inquiry Closure: No Response	3	6	5	7	3	1	0	0	0	0	0	0	25
Reason for Inquiry Closure: Referral	0	0	0	0	0	1	0	0	0	0	0	0	1
Reason for Inquiry Closure: Complaint Filed	0	0	0	1	0	0	0	0	0	0	0	0	1
Primary Service: Case Administration	5	10	13	30	227	87	1	0	0	0	0	0	373

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Primary Service: Conciliation Activity	0	0	0	0	0	0	0	0	0	0	0	0	0
Primary Service: Informal Dialogue	0	0	13	0	0	2	3	0	0	0	0	0	18
Primary Service: Information	43	14	8	45	16	37	4	0	0	0	0	0	167
Primary Service: Intake Activity	89	131	30	325	124	56	7	0	0	0	0	0	762
Primary Service: Investigation Activity	2	5	1	0	2	4	0	0	0	0	0	0	14
Primary Service: Mediation Activity	1	0	16	6	12	24	2	0	0	0	0	0	61
Primary Service: Navigation & Advocacy	31	18	19	13	5	12	0	0	0	0	0	0	98

Reporting:

Report	Status
CY2023 HRC & OHR Annual Report	Posted on Human Rights webpage. Presented to Council on June 3, 2024.
CY2024 First Quarter Report to Council	Completed and submitted to Council on April 17, 2024.
CY2024 Second Quarter Report to Council	To be submitted to Council in July 2024.
CY2024 Third Quarter Report to Council	To be submitted to Council in October 2024.

Active Complaints:

Case #	Protected Activity	Protected Class(es)	Status
2020-2	Housing	Race	Investigation completed and determination in progress.
2021-4	Employment	Sex	Mediation in progress
2021-5	Employment	Sexual Orientation, Race	Investigation in progress.
2023-2	Employment	Religion, National Origin	Fact gathering in progress.
2023-7	Public Accommodation	Sex	Investigation in progress.
2024-2	Housing	Age, Disability	Mediation on hold.
2024-3	Public Accommodation	National Origin, Sexual Orientation	Investigation in progress.
2024-3R	Public Accommodation	Retaliation	Investigation in progress.
2024-4	Housing	Disability	Awaiting response to offer of mediation.
2024-5	Public Accommodation	Disability, Gender Identity	Mediation in progress.

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	20	22	22	19	22	22	20	23	18	20	250
<i>Total service provision events</i>	3	6	2	4	6	5	1	0	0	0	0	0	27
<i>Total education & awareness events</i>	2	1	0	5	0	1	0	0	0	0	0	0	9
<i>Total collaboration & leadership events</i>	12	12	16	22	19	13	4	0	0	0	0	0	98
<i>Total outreach activities</i>	17	19	18	31	25	19	5	0	0	0	0	0	134
<i>Total unique primary collaborators (estimate)</i>	<i>No monthly count only total count</i>												48
<i>Total collaborative activities</i>	16	17	17	29	22	16	5	0	0	0	0	0	122
<i>Total attendees at service provision events</i>	79	146	5	48	77	142	0	0	0	0	0	0	497
<i>Total attendees at education & awareness events</i>	104	0	0	152	0	0	0	0	0	0	0	0	256
<i>Total newsletter opens</i>	357	380	369	335	346	342	0	0	0	0	0	0	2129

HRC Work Summary:

Date	Sec. 2-433 Role	Roles (Sec. 433)	Duties & Responsibilities	Primary Action	Protected Activity	Protected Class	Summary & Analysis
1/5/2024	e	Sec. 2-433. (e) Legislative Program	Sec. 2-435 Systemic issues	Public Discussion	Housing	Multiple	The Commission invited Delegate Callsen, City Councilor Snook, and the City Attorney to share updates regarding Council's legislative priorities and the process for bill sponsorship for the recommendations presented by the Commission.
1/18/2024	b	Sec. 2-433. (b) Awareness and Guidance	Sec. 2-434 Community dialogue and engagement.	Public Discussion	Public Accommodation	Disability	The Commission partnered with the City ADA Coordinator and Precision Infrastructure Management for a public presentation about updates to the City's ADA Transition Plan.

Date	Sec. 2-433 Role	Roles (Sec. 433)	Duties & Responsibilities	Primary Action	Protected Activity	Protected Class	Summary & Analysis
2/29/2024	b	Sec. 2-433. (b) Awareness and Guidance	Sec. 2-434 Community dialogue and engagement.	Other Action	Housing	Multiple	The Chair promoted the public poll on NBC29 Community Conversations.
5/6/2024	b	Sec. 2-433. (b) Awareness and Guidance	Sec. 2-434 Community dialogue and engagement.	Other Action	Multiple	Multiple	A commissioner met with community partners and OHR staff to coordinate efforts to organize local LGBTQ+ Ally trainings.
5/10/2024	b	Sec. 2-433. (b) Awareness and Guidance	Sec. 2-434 Community dialogue and engagement.	Community Event	Multiple	Multiple	A commissioner conducted service provision outreach in conjunction with OHR staff.
6/6/2024	e	Sec. 2-433. (e) Legislative Program	Sec. 2-435 Systemic issues	Public Discussion	Housing	Multiple	The Commission invited representatives from the Blue Ridge Area Coalition for the Homeless, Charlottesville Democratic Socialists of America, Charlottesville NAACP, Downtown Job Center, Home to Hope, and Region 10 to speak regarding city policy and state legislative priorities impacting housing and wraparound services for the people they support.
6/29/2024	b	Sec. 2-433. (b) Awareness and Guidance	Sec. 2-434 Community dialogue and engagement.	Community Event	Multiple	Multiple	The Chair and Vice Chair conducted service provision outreach and HRC recruitment at Healthy Streets Healthy People in conjunction with OHR staff.

Attachment 8

**Human Rights Commission
Annual Focus Areas, Goals, & Work Plan
March 2024 – February 2025**

Primary Focus Area(s):

1. Housing
 - a. Homelessness
 - i. City policies
 1. Shelter
 2. Wraparound services
 - ii. Expert panel and fact gathering to determine current trends
 - b. Systemic Barriers
 - i. Restrictive housing access policies based on criminal records
 - ii. Excessive rental costs
 - iii. Excessive application fees
 - iv. Source of funds
 1. Rents for market rate units above HUD voucher payment standards
 2. Rental properties in states of disrepair that can't pass HUD voucher inspections

Secondary Focus Area(s):

1. Legislative recommendation
 - a. Removing voter exclusion from state constitution
 - b. Rental application fees
 - c. Rental registry
 - d. Proactive rental inspections
 - e. Legal representation for people facing eviction
 - f. Anything housing related the emerges from primary focus areas
 - g. Amplifying local food justice initiatives
2. Ally/Safe Space training program development
3. Reparations
 - a. Public discussion to determine public interest and priorities of impacted communities

Annual Goals and Ordinance Alignment

Consider developing goals that align with the primary and secondary focus areas, where applicable.

Goals	Human Rights Ordinance Alignment
Adopt an amended draft of the Charlottesville Human Rights Ordinance for presentation to City Council by June 2024.	• Sec. 2-433. (a) Individual Assistance • Sec. 2-433. (d) Federal Workshares • Sec. 2-433. (f) Commission Policies • Sec. 2-439.1. Enforcement Authority

Complete public hearing training following the adoption of the revised Charlottesville Human Rights Ordinance.	• Sec. 2-433. (a) Individual Assistance • Sec. 2-433. (d) Federal Workshares • Sec. 2-433. (f) Commission Policies • Sec. 2-439.1. Enforcement Authority
Plan and hold a public panel with experts in housing to focus on homelessness (shelter and wraparound services) and barriers to entering stable housing during the June 6, 2024 HRC Work Session.	• Sec. 2-433. (b) Awareness and Guidance • Sec. 2-433. (d) Federal Workshares • Sec. 2-434. Community dialogue and engagement
Submit policy recommendations to City Council pertaining to housing issues by October. <i>Note: budget-related recommendations should be made by October 2024 for fiscal year 2026.</i>	• Sec. 2-433. (c) City Policies • Sec. 2-435. Systemic Issues
Submit a letter with legislative recommendations focused on homelessness and systemic barriers to housing to City Council by August 20, 2024.	• Sec. 2-433. (e) Legislative Program

March 2023 – February 2024 HRC Work Plan

Actions should support the goals identified above.

Month	Actions
March	• Annual Meeting (3/9)
April	• Work Session (4/4: Carver Rec.) ◦ Finalize 2024 Annual Goals and Work Plan • Regular Meeting (4/18: City Space) ◦ Training: FOIA/COIA/VPRA ◦ Expert panel planning discussion • Actions Between Meetings ◦ June expert panel outreach (OHR staff to work with Chair and Vice Chair to identify panelists) -- DONE ◦ Prepare draft ordinance for review – DONE
May	• Work Session (5/2: City Space) ◦ Review proposed ordinance amendments • Regular Meeting (5/16: City Space) ◦ (Open) • Actions Between Meetings ◦ Finalize June expert panelist list - DONE ◦ Outreach for July Legislative agenda expert panel – Staff working on this ◦ Commissioners talk to individuals in the community regarding work done on reparations – Chair will work on this ◦ OHR staff will collaborate with partners to develop Ally/Safe Space training – in progress ◦ Chair and OHR staff prepare to present CY2023 annual report to Council - DONE

Month	Actions
June	• Work Session (6/6: Carver Rec.) ◦ Expert Panel: Housing, homelessness, and wraparound services. - DONE • Regular Meeting (6/20: City Space) ◦ Proposed: Adopt ordinance amendments ◦ HRC Research Presentation (Ginny Helmandollar) • Actions Between Meetings ◦ June 3: Present CY2023 Annual Report to Council (Chair and Director) - DONE ◦ Tentative: VAHR Conference
July	• Work Session (CANCELED) ◦ (Note: the first Thursday in July is July 4th) • Regular Meeting (7/18: City Space) ◦ Expert Panel: Focus Area Legislative Priorities • Actions Between Meetings ◦ Proposed: Present Ordinance Revisions to Council ◦ OHR staff finalize training opportunities for HRC public hearings
August	• Work Session (8/1: City Space) ◦ Draft legislative recommendations • Regular Meeting (8/15: City Space) ◦ Proposed: Adopt legislative recommendations ◦ Revisit HRC annual calendar • Actions Between Meetings ◦ Proposed: Present Legislative Recommendations to Council
September	• Work Session (9/5: City Space) ◦ Tentative: Public Hearing training • Regular Meeting (9/19: City Space) ◦ Discuss focus area City policy recommendations based on earlier panels and research • Actions Between Meetings ◦ Amend HRC Rules & Procedures regarding elections and language around annual meetings
October	• Work Session (10/3: City Space) • Regular Meeting (10/17: May need to relocate to Carver Rec for City Council budget session) ◦ Form Officer Nomination Committee ◦ Finalize policy recommendations for submission to City Council • Actions Between Meetings ◦ Submit additional recommendations to Council ◦ Nominating Committee begins nomination process
November	• Work Session (11/7: City Space) • Regular Meeting (11/21: City Space) ◦ Amend Rules & Procedures to reflect new election timeframe • Actions Between Meetings
December	• Work Session (12/5: City Space) • Regular Meeting (12/19: City Space) ◦ Officer Nominations • Actions Between Meetings
January	• Work Session (1/2: City Space) • Regular Meeting (1/16: City Space) • Actions Between Meetings
February	• Work Session (2/6: May need to relocate to Carver Rec for City Council budget session) • Regular Meeting (2/20: City Space) • Actions Between Meetings