



**Human Rights Commission
Annual Planning Meeting
March 22, 2025
In-person Meeting
City Space, 100 5th Street NE, Charlottesville, VA 22902
11:00am—4:00pm**

Agenda Packet Attachments

1. Agenda
2. Martha's Rules (for reference)
3. March OHR Staff Report
4. 2024 OHR and HRC Work Overview Presentation
5. 2025 Public Poll Responses
6. Statistical Analysis of 2025 Public Poll Responses
7. HRC Resolution A21-1 - Advocacy and Action - Plain Language Version
8. HRC Resolution A22-1 - Community Engagement

Attachment 1



**Human Rights Commission
AGENDA
Annual Planning Meeting
March 22, 2025
In-person meeting
City Space 100 5th Street NE
11:00am – 4:00pm**

Please take Notice that this in-person 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 in-person 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 an in-person meeting open to the public.

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

- 1. ARRIVAL & REFRESHMENTS (11:00am – 11:30am)**
- 2. MORNING SESSION (11:30am – 1:30pm)**
 - a. Welcome (10’)
 - i. Call to order/roll call
 - ii. 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.*
 - iii. Commissioner introductions
 - b. Public Comment
 - c. HRC Focus Area(s) Selection
 - i. Overview of work in 2024 – Todd (10’)
 - ii. Overview of Public Poll Results – Lily & Wolfgang (10’)
 - iii. Commissioner Input and Discussion (45’)
 - d. HRC Work Plan (45’)
 - e. Public Comment
- 3. LUNCH (1:30pm – 2:00pm)**
- 4. AFTERNOON SESSION (2:00pm – 3:30pm)**
 - a. Group Dynamics Discussion – Maya (90’)
- 5. NEXT STEPS & ADJOURN (3:30pm – 4:00pm)**

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

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



- Fair Housing Assistance Program (FHAP) workshare agreement
 - January 6: Scheduled first reading of amended Ordinance by City Council (meeting was canceled due to inclement weather).
 - January 21: Amended Ordinance adopted by Council in one reading.
 - January 23: Amended and adopted Ordinance sent to HUD for interim FHAP certification consideration.
 - March 14: Met with Director of HUD FHAP. Interim certification being considered and is likely.
- 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.

- “Worker Protections for Pregnancy and Lactation” brochures are now available in English, Spanish, Arabic, Dari, Pashto, Nepali, and Swahili!
- Bus ads are up! Look for them when you ride CAT buses.
- The Human Rights Newsletter, which was sent monthly in 2024, will be sent quarterly going forward. There may also be special newsletters for public surveys, HRC recruitment, or other publicity as needed.

Day	Date	Time	Event	Location	Organizer
Thursday	4/17/25	12pm—3pm	One Stop Shop	Carver Recreation Center	One Stop Cville
Saturday	4/26/25	12pm—4pm	Community Festival	782 Prospect Ave	Abundant Life Ministries

[illegible]

Service Provision Data:

- Current status
 - Complete data entered through February 2025.
 - Partial data entered for March 2025.
- Updates
 - Values may change in subsequent reports if an error is caught and corrected.

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Open office days in the month	18	19	20	22	21	20	18	21	21	23	17	21	241
Total Incoming & Outgoing Contacts	310	227	112	0	0	0	0	0	0	0	0	0	649
Total Incoming Contacts	166	126	69	0	0	0	0	0	0	0	0	0	361
Average Incoming & Outgoing Contacts/Day	17	12	6	0	0	0	0	0	0	0	0	0	3
Average Incoming Contacts/Day	9	7	3	0	0	0	0	0	0	0	0	0	2
Total Unique Individuals Served (rough count due to some anonymous contacts)													89
Contacts Requiring Interpretation Services	7	1	0	0	0	0	0	0	0	0	0	0	8
Language Interpretation: Arabic	0	0	0	0	0	0	0	0	0	0	0	0	0
Language Interpretation: Dari	0	0	0	0	0	0	0	0	0	0	0	0	0
Language Interpretation: Nepali	0	0	0	0	0	0	0	0	0	0	0	0	0
Language Interpretation: Pashto	0	0	0	0	0	0	0	0	0	0	0	0	0
Language Interpretation: Spanish	8	2	0	0	0	0	0	0	0	0	0	0	10
Language Interpretation: Swahili	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Staff Follow-ups (Outgoing)	84	53	29	0	0	0	0	0	0	0	0	0	166
Total Third-Party Contacts (Outgoing)	60	48	14	0	0	0	0	0	0	0	0	0	122
Total Individual Follow-ups (Incoming)	97	61	46	0	0	0	0	0	0	0	0	0	204
Total Third-Party Contacts (Incoming)	53	50	15	0	0	0	0	0	0	0	0	0	118
Total Inquiries (Incoming)	14	15	6	0	0	0	0	0	0	0	0	0	35
Total Complaints (Incoming)	2	0	2	0	0	0	0	0	0	0	0	0	4
Total Duration of all Incoming and Outgoing Contacts	42.78	30.65	12.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	85.50
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	1.14	2.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.30
Total Duration of Information Contacts	5.22	3.36	1.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9.70
Total Duration of Intake Activity Contacts	15.27	8.78	5.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29.07
Total Duration of Investigation Activity Contacts	3.02	1.12	2.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.30
Total Duration of Mediation Activity Contacts	0.00	0.00	0.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.56
Total Duration of Case Administration Contacts	8.56	13.54	2.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24.98
Total Duration of Navigation & Advocacy Contacts (All Staff)	9.57	1.69	0.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.59
Total Duration of Navigation & Advocacy Contacts (TN)	5.79	1.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.99
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)	0.00	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 (BCC)	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 (LH)	2.53	0.49	0.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.35
Total Duration of Navigation & Advocacy Contacts (TN & LH)	1.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.25
Total Duration of Navigation & Advocacy Contacts (CC & LH)	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

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Duration N&A Contacts (All Staff) out of Duration of All Contacts (%)	22%	6%	3%	0%	0%	0%	0%	0%	0%	0%	0%	0%	14%
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Duration of N&A City Agency Liaison Contacts	0.81	0.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.13
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	2.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.70
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	0.25	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50
Total Duration of N&A Housing Navigation Contacts	4.77	0.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.01
Total Duration of N&A Legal Aid Liaison Contacts	0.91	0.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.55
Total Duration of N&A Mental Health Navigation Contacts	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.08
Total Duration of N&A Other Agency Liaison Contacts	2.75	0.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.23
Total Duration of N&A Other Contacts	0.49	0.00	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.57
Total Duration of N&A Translation Services 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 Safe Space 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 Incoming & Outgoing Navigation & Advocacy Contacts	67	19	2	0	0	0	0	0	0	0	0	0	88
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)	46	15	0	0	0	0	0	0	0	0	0	0	61
Total Incoming & Outgoing Navigation & Advocacy Contacts (LG)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Incoming & Outgoing Navigation & Advocacy Contacts (BCC)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Incoming & Outgoing Navigation & Advocacy Contacts (LH)	20	4	2	0	0	0	0	0	0	0	0	0	26
Total Incoming & Outgoing Navigation & Advocacy Contacts (TN & LH)	1	0	0	0	0	0	0	0	0	0	0	0	1
Total Incoming & Outgoing Navigation & Advocacy Contacts (CC & LH)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Incoming & Outgoing Navigation & Advocacy Contacts (TN & SK)	0	0	0	0	0	0	0	0	0	0	0	0	0
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	22%	8%	2%	0%	0%	0%	0%	0%	0%	0%	0%	0%	14%
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	1	0	0	0	0	0	0	0	0	0	0	0	1
Total N&A City Agency Liaison Contacts	8	4	0	0	0	0	0	0	0	0	0	0	12
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	17	0	0	0	0	0	0	0	0	0	0	0	17
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	1	1	0	0	0	0	0	0	0	0	0	2
Total N&A Housing Navigation Contacts	25	3	0	0	0	0	0	0	0	0	0	0	28
Total N&A Legal Aid Liaison Contacts	4	8	0	0	0	0	0	0	0	0	0	0	12
Total N&A Mental Health Navigation Contacts	1	0	0	0	0	0	0	0	0	0	0	0	1
Total N&A Other Agency Liaison Contacts	5	0	0	0	0	0	0	0	0	0	0	0	5
Total N&A Other Contacts	4	0	1	0	0	0	0	0	0	0	0	0	5
Total N&A Translation Services Contacts	0	0	0	0	0	0	0	0	0	0	0	0	0
Total N&A Safe Space Contacts	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Inquiries: P.A. - Employment	4	6	2	0	0	0	0	0	0	0	0	0	12
Total Inquiries: P.A. - Housing	3	1	1	0	0	0	0	0	0	0	0	0	5

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

[illegible]

[illegible]

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Primary Service: Mediation Activity	0	0	7	0	0	0	0	0	0	0	0	0	7
Primary Service: Navigation & Advocacy	67	19	2	0	0	0	0	0	0	0	0	0	88

Reporting:

Report	Status
CY2024 HRC & OHR Annual Report	In progress.
CY2025 First Quarter Report to Council	To be completed and submitted to Council in April 2025.
CY2025 Second Quarter Report to Council	To be completed and submitted to Council in July 2025.
CY2025 Third Quarter Report to Council	To be completed and submitted to Council in October 2025.
CY2025 HRC & OHR Annual Report	Projected completion February 2026.

Active Complaints:

Case #	Protected Activity	Protected Class(es)	Status
2021-5	Employment	Sexual Orientation, Race	Investigation in progress.
2023-2	Employment	Religion, National Origin	New named respondent. Notice of complaint and offer of ADR sent.
2024-2	Housing	Age, Disability	Alternative dispute resolution in progress.
2024-3	Public Accommodation	National Origin, Sexual Orientation	Alternative dispute resolution in progress.
2024-3R	Public Accommodation	Retaliation	Alternative dispute resolution in progress.
2024-4	Housing	Disability	Investigation in progress.
2024-7	Housing	Race, Religion, National Origin	Alternative dispute resolution in progress.
2024-8	Employment	Race, National Origin	Investigation in progress.
2024-9	Employment	Disability	Resolved through alternative dispute resolution. Case closed.
2024-10	Employment	Marital Status	Awaiting Respondent response to offer of alternative dispute resolution.
2024-11	Employment	Sex, Marital Status	Awaiting Respondent response to offer of alternative dispute resolution.
2024-12	Housing	Disability	Resolved through alternative dispute resolution. Case closed.
2025-1	Employment	Sexual Orientation, Race	Investigation in progress.
2025-2	Employment	Race	Investigation in progress.

HRC Work Summary:

Date	Roles (Sec. 433)	Primary Action	Summary & Analysis
02/07/2025	Sec. 2-433. (b)(1) Awareness and Guidance - Community engagement	Public Poll	The HRC released a public poll to solicit feedback on human and civil rights issues that are important to the community. The poll ran from 02/07/25 to 03/07/25 and received 271 responses. Commissioners will use this information to inform their annual planning for CY2025.

Attachment 4

City of Charlottesville
Human Rights Commission &
Office of Human Rights

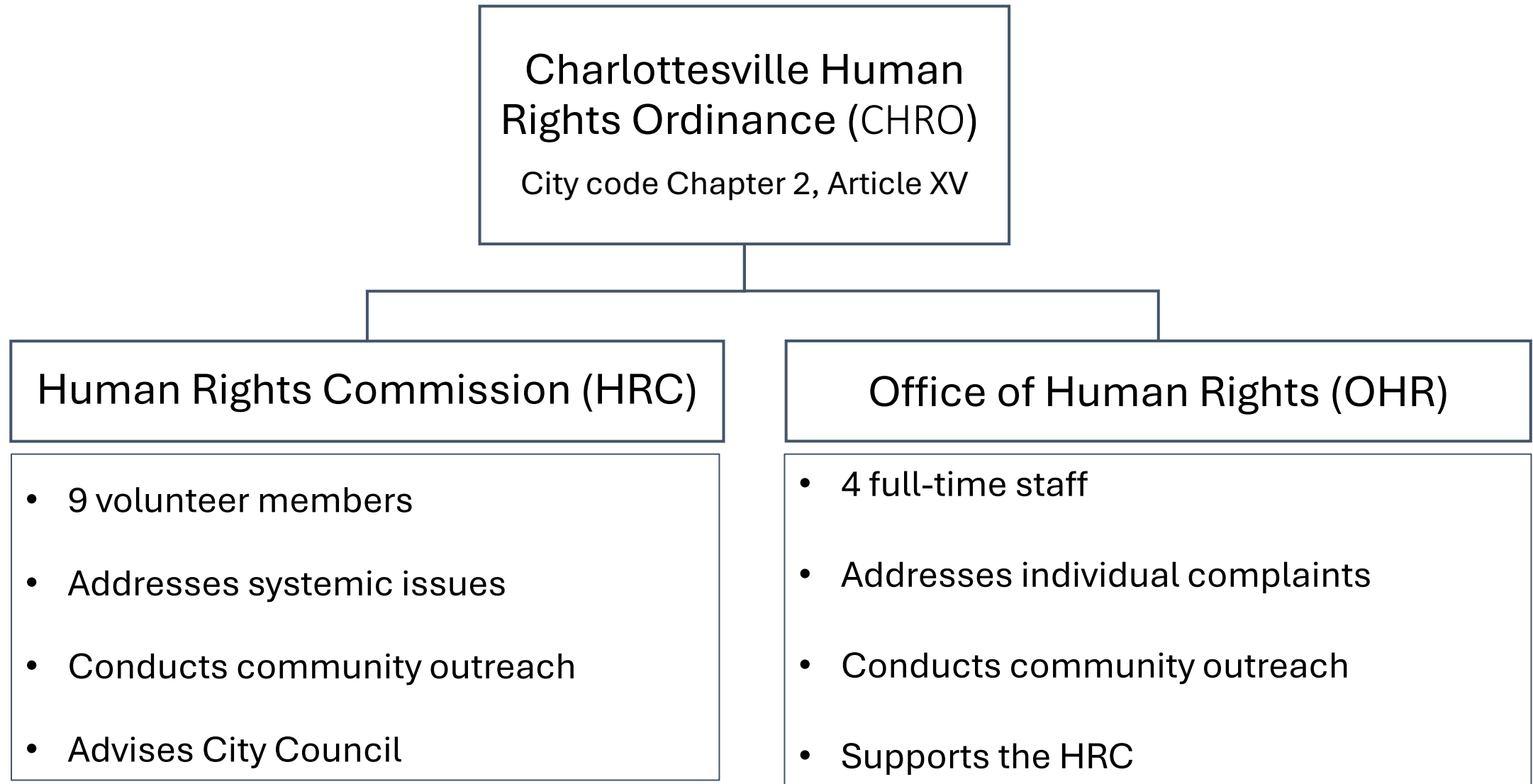
Calendar Year 2024 Annual Report Summary

Presented by
Todd Niemeier, Director, Human Rights Commission

Contents

1. Commission and Office Overview
2. Calendar Year 2024 Highlights
3. Observations and Opportunities

Human Rights Division of the City Manager's Office



Office of Human Rights Organizational Structure



The Human Rights Ordinance

Under Section 2-433 of the Charlottesville Human Rights Ordinance, it is the role of the Human Rights Commission and Office of Human Rights to:

- 2-433.(a): Assist individuals with complaints of discrimination.
- 2-433.(b): Provide awareness, education, and guidance.
- 2-433.(c): Review City policies.
- 2-433.(d): Seek federal workshare agreements with the EEOC and HUD.
- 2-433.(e): Make legislative recommendations to City Council.
- 2-433.(f): Prepare recommendations for City Council related to the function of the Commission.

2-433.(a): Individual Assistance

Highlights

- 288 unique individuals served
- 13 complaints opened
- 1,841 incoming contacts

Observations

- Complaints nearly doubled
- Simultaneous investigations increased
- Multiple cases in alternative dispute resolution

Opportunities

- Consider anticipated workloads and personnel requirements
 - Intake and alternative dispute resolution
 - Investigation
 - Outreach to populations not being reached

2-433.(b): Awareness and Guidance

Highlights

- 810 people contacted through service provision outreach
- 246 total community outreach activities
- 276 attendees attended 9 education and awareness events

Observations

- HRC engaged in but did not plan for outreach
- Community engagement leads to systemic impact
- Significant inquiries originated in Albemarle County

Opportunities

- Refine HRC annual planning to include outreach
- Restructure OHR staffing to expand engagement and impact work
- Consider dialogue with County regarding human rights services

2-433.(c): City Policy Review

Highlights

- Submitted recommendations to Council for:
 - Equitable shelter and supports for the homeless
 - Effective right to counsel for tenants facing eviction

Observations

- Research and community partnerships improve the HRC's work
- Research and community partnerships rely on OHR staff
- OHR staff capacity is stretched

Opportunities

- Restructure OHR staffing to adequately support this work
- Seek partnerships for research

2-433.(d): Federal workshares

Highlights

- Human Rights Ordinance amended on 08/05/24 and 01/21/25
- Amended Ordinance submitted for federal fair housing workshare

Observations

- Human Rights Ordinance stronger and more comprehensive
- Qualification for federal fair housing workshare likely

Opportunities

- Consider the best interests of the City and community

2-433.(e): Legislative Program

Highlights

- Hosted 2 public panels with state legislators
- Released a poll to gather public feedback
- Submitted recommendations to Council on 09/06/24

Observations

- Legislative process continues to improve
- Supporting this process requires significant staff time

Opportunities

- Restructure OHR staffing to adequately support this work

2-433.(f): Commission Policies

Highlights

- Charlottesville Human Rights Ordinance amendments regarding public hearings
- Charlottesville Human Rights Ordinance amendments regarding subpoena power
- Rules & Procedures change for annual meetings

Observations

- Regular review of the Ordinance and Rules & Procedures is valuable
- Supporting this process requires significant staff time

Opportunities

- Plan for annual review
- Restructure OHR staffing to adequately support this work

Questions?

Staff Contact

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Human Rights Webpage: www.charlottesville.gov/665/Human-Rights

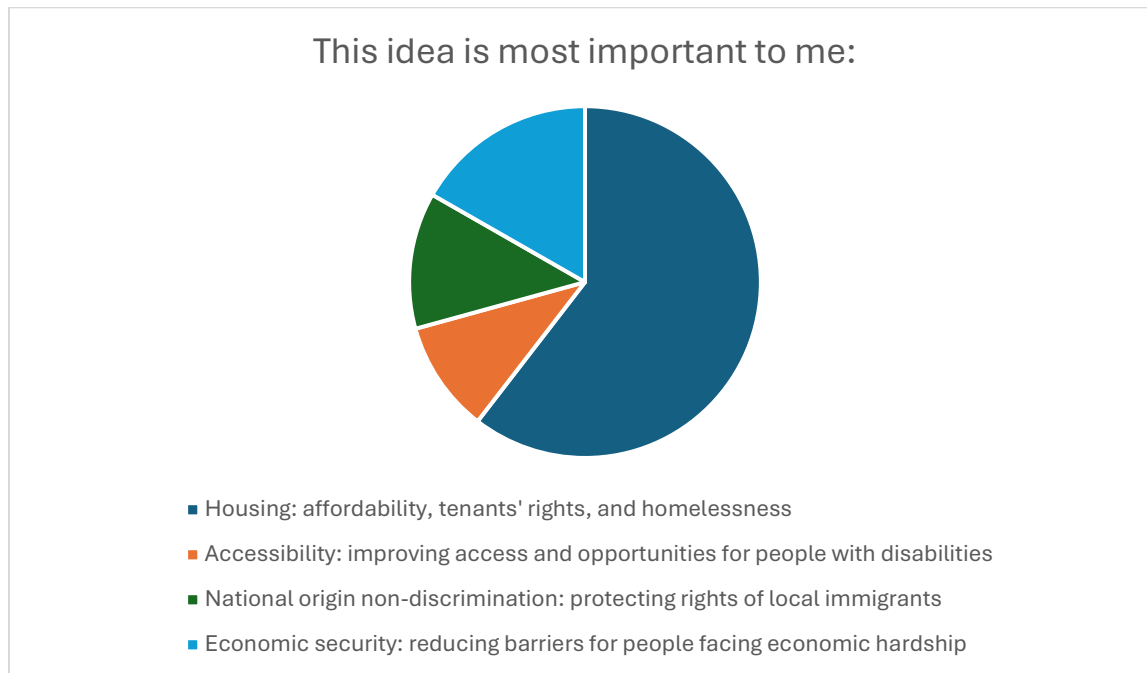
Attachment 5



City of Charlottesville Office of Human Rights Summary of 2025 Public Poll Responses

Note: the following statements were submitted by community members and do not necessarily reflect the beliefs of the Office of Human Rights, Human Rights Commission, or City of Charlottesville.

Question #1: Most important topic (combined English and Spanish responses)



Transportation

- Transportation/mobility equity. How the physical designs of the city, including public transit, basically require the use of a personal vehicle (and significant associated expenses) to function and have agency in the city.
- Improving public transit routes and frequency
- Has the atmosphere on riding CAT improved?
- Continue funding JAUNT. Especially important for handicapped and elderly.

LGBTQ+ Rights

- Protection for trans and nonbinary members of the community
- LGBTQ+ rights - especially trans rights and access to healthcare
- protecting rights of trans people
- Assist any way possible with the planned LGBT center on 801 Main. These types of community centers are greatly needed in this current political climate.
- The well-being of queer and trans people here over the course of the Trump administration

- Special protections and awareness of Transgender rights
- Protections for LGBTQIA+ youth and adults to medical care
- Support for our Queer community- push local politicians to legislate
- Gender nonconforming and transgender rights
- There is a lot of anti-immigrant hate going around in the nation, but please keep in mind LGBTQIA+ people are being targeted too.

Immigration

- They seem of equal priority to me, but I think immigrants need the greatest protection right now.
- Given the new federal administration, I voted for protecting the rights of local immigrants. I believe this goes hand in hand with housing and both are important.
- Protecting immigrants is a close second to aff. housing.
- Everything regarding immigrants should legal and comply with regulations
- The IRC is about to get gutted due to the new administration's stopping the Refugee Admission Program. We're about to have a lot fewer paid immigrant advocates in the area while the need for help for this population will likely increase. I believe our city to be welcoming, and I hope we continue to protect the most vulnerable among us.
- Focus on citizens or legal immigrants first
- No illegal aliens. Help our impoverished citizens first. There's not enough to go around.

Mental Health

- Police Training (specifically around mental health)
- Enhancing mental health services for un-housed people might keep some off the streets.
- helping people with mental illnesses and providing their families with ways to assist them

Accessibility

- Accessibility is #2 as far as direct impact on my life, but all of these are important!
- Improving accessibility per the Americans with disabilities act
- I feel just as strongly about disability access as affordability
- I have a friend who is wheelchair bound and in searching for a new place to live, the front door for many properties is inaccessible.
- Housing for people with medical complexities and disability. Should not be discharged to the No where or the Haven
- If accessibility doesn't also encompass all of the other issues presented it is not truly accessible. Disability is present in every group so making the world more accessible includes economic security, housing, and anti-discrimination.
- Disabled ppl are trapped at home, so the general public literally doesn't see them or know we have disabled ppl in our community. We need accessible and reliable transit, sidewalks, post office, public buildings, and restrooms.

Schools

- Making Charlottesville public school teachers the best-compensated educators in the south.
- Education for low SE
- Not everything is a race issue, lets prioritize schools and extra curriculums that gives kids a chance to learn real world skills.
- In the CHS classrooms is there equal representation of all in the AP classes and well as the remedial classes. The students that leave Buford after 8th grade, but don't enroll. Students that don't show up the first ten days of school are they considered drop outs? Does the school reach out to those students. High school students have rights that are either ignored or abused. .
- Rooting out hateful anti-Semitic "education" and treatment in schools.

Incarceration/re-entry

- Anything related to our city's reentry services for those coming here from jail and prison. It's a human rights issue that related to much of the other suggestions above.
- Could the Human Rights Commission help advocate for a permanent reentry services hub, perhaps even using the old Greyhound station or the old Community Bikes property? Talk to Martize Tolbert or Sam Heath to hear more.

Economic Security

- Economic security and housing affordability go hand in hand. The cost of housing, particularly in comparison to wages in the area, is likely a strong contributor to the disparity.
- Establishing a minimum wage in the area (including at UVA) that is much closer to whatever the living wage is here at any given moment
- Attacking the gross disparities in income and wealth.
- The rising cost of living and its impact on Cville minority population who are being forced out.

Housing

- IMPORTANT NOTE: Housing affordability MUST include the issue of rising property taxes in the face of yearly multi-million dollar surpluses. Assessments, i.e. property taxes were hiked AGAIN this year with a 22 million dollar surplus. Property taxes MUST COME DOWN to keep the working class and those on fixed incomes in their homes!
- Why do my property taxes go up each year even though there is a budget surplus?
- Economic disparity for aging in place residents who cannot afford increased assessments and tax rates for their homes - ageism is an increasing issue in this city
- property taxes are hurting people who have lived in the city for a long time. their houses are worth more but taxes are going to force them to sell. we need a homestead exemption like Florida has
- Have a meeting with homeless people and citizens. This might open some eyes.
- All of these issues are incredibly important, but housing is in a real crisis locally.

- Please find a solution that gets unhomed people a safe place to sleep and live. ad
- Housing for homeless veterans
- housing for veterans and families before illegal immigrants.
- Stop wasting time and money. Focus on veterans and citizens ONLY.
- We need a family shelter in the area!
- shelter for families that are homeless that include children not just adults.
- PACEM is a great model for a low barrier shelter that allows the homeless a safe place off the street. Finding several locations that allow this to occur year round and still respects the other area residents is a crucial need.
- Is there a way to have commutes for helping those who are homeless and need more help getting into decent housing. Not just subpar housing. Many homeless people really dominant to get a step up not a hand out. And be treated better. Getting to know what is the first step.
- The housing issue requires a multi-year commitment clearly stated goals, and workplaces to meet each goal. Please continue on this journey.
- While all the above issues are very important to me, I think housing is an area where the Charlottesville local government can make a particularly large difference
- housing is a priority, and homelessness is a continued issue

Public Safety

- Basic right if the people in our community, Noone should feel unsafe in thier home or neighborhood
- Stop making Charlottesville a hostile city for our unhoused community members. Build a community that you would want to live in if you lost your home. Build a community that you would want to live in if you were disabled. Invest in the most marginalized groups always.
- I would like to see work done on high gun violence areas. I am blessed not to live in one of these areas. Especially elderly citizens living under these conditions.
- Not sure if public safety is considered a human right but it is the responsibility of local government to initiate policies and procedures and to build positive relationships that foster a safe community. Address the issue of random shooting of dozens of bullets at multiple locations in the city.

Federal Government

- Do not cave in the face of Trump's emphasis on ridding the federal government of DEI initiatives.
- Plans for meeting unlawful executive orders.
- Thank you for your work. Please push to protect the rights of the most vulnerable in the City. This has always been important, but the impacts of the EOs will inevitably exacerbate the challenges.
- It is very important for the City of Charlottesville to HOLD THE LINE on protection of human rights. What are the City's plans for dealing with ICE? What are the City's plans for dealing with the inevitable financial impacts of distasterous Executive Orders and other actions?

What is the City's plan for resisting the use of armed forces (police or military) against protestors in Charlottesville?

- Preserving the free exercise of religion and thought according to the First Amendment.
- Try to find ways to continue working on programs to get around hurdles set by President Trump and Elon Musk against them directly and indirectly (such as limiting federal funds).
- Please protect us from the Trump administration's efforts to undermine DEI policies and whatever other policy advances they try to undo.
- Keep ICE and any other gestappo out of our town. Also make ownership of a cyber truck punishable by a fine of at least 10,000 dollars.
- Because of the current climate of the Federal Government coupled with the already solid resources in place in Charlottesville...are you all anticipating this city becoming a Sanctuary City?
- I believe ya'll are doing as good a job as you can. Please do stand up to the hate-right of Elon Musk and Donald Trump in whatever way you can.
- How are we going to navigate the federal cuts that are going to be felt across through the majority of our community?
- How to overturn bad governmental decisions.
- Safeguarding local laws & political structures threatened by the current national administrationIt will take a systemic effort to bring about any of the needed changes. We (our nation) has the resources, we have just lacked the political will to implement and communicate the necessary changes consistently for lasting change.

Other/miscellaneous:

- Civil rights — broadly interpreted — including rights of immigrants, minority groups.
- Civil rights protections for immigrants and marginalized people- access to education and healthcare for all people living in our area- supports and protections for children of marginalized groups
- Behind all of the issues listed on this survey is access to justice. Find ways to ensure legal representation across a range of civil issues.
- All your topics are important -- best wishes to you.
- All of the above
- All of those options are important!
- All four areas are so connected that it's possible to address others even if focusing on just one. Also, thank you for sharing this survey.
- All of the 4 potential focus areas are important to me.
- I personally feel all the right in number one are equal. And all should be addressed as soon.
- All of those issues are important -- it was hard to choose one. I hope all people in Charlottesville can feel welcome and cared for and have what they need with dignity
- protect our immigrants, protect all human rights, housing homeless homes and shelter,s stop book banning ,
- The above issues are intersectional and it's hard to choose one that's a priority.
- Economic security is also directly tied to affordable housing options too. I feel like addressing one will help the other.

- These are all excellent ideas. Economic security and housing go hand-in-hand. I am also aware of the need to protect immigrants and other populations given new policies advanced by the US government. Such a critical time.
- The list above is difficult to narrow on the most important item as I feel I support something out of each of them. I think it is important that we retain the rights of our local neighboring immigrants against the current administration's changes. Housing affordability and homelessness are an immediate need. But also to keep those close to being unhoused, we need to address economic barriers.
- I would add other forms of non-discrimination to this category--marginalized people of all kinds in the US are facing threats right now.
- Making sure policies include people in need from all racial backgrounds
- Maintaining an open and welcoming community of support for all people
- Inclusion, acceptance, economic security for all regardless of gender, income, race, national origin with taxes and services.
- Protecting Diversity, Equity and Inclusion initiatives
- Charlottesville is host to over 400 non profits, several of whom address these 4 areas of focus. The commission could be a force to encourage them to cooperate and achieve greater success.
- Food insecurity and cost-subsidize local farms to give locally
- Racial discrimination in the workplace in hiring by, promotions, firings, salary. The original intent of the HRC as it evolved from the Dialogue on Race, was to do a deep dive on workplace discrimination and how it affected economic equity in Cville. As envisioned it was to be a 2 year study with town halls, experts, and survey work.
- All of it is the most important: there are enough of us that all the work that needs to be done can be done if we would step away from the old way of thinking and use enough imagination to consider what living outside of fascism looks like (which shouldn't be as hard as it is for folks here in the US). Also police abolition (need a budget, take theirs.)
- How many of these are intertwined and have historical legacies that will take international work to overcome just as they were intentionally constructed to divide and belittle.
- It will take a systemic effort to bring about any of the needed changes. We (our nation) has the resources, we have just lacked the political will to implement and communicate the necessary changes consistently for lasting change.
- healthcare access
- How to return to a merit-based system of government.
- Choosing people in position based on ethnicity
- The proposed potential focus areas the commission has provided appear to be address what I hear in the community.
- **HELP CITY EMPLOYEES**
- I am relatively new to the area so this may have been addressed. I wonder if there are semiregular collaborations/meetings between the various collectives that work in the areas of JEDI, IPV, housing, immigrant and refugee initiatives locally? It seems that there are many advocacy and activist groups working in these areas. Curious how interconnected they all are related to access and housing.

- Please consider ranked order voting for this survey. It could produce different and more nuanced results.
- The limits set use capitalism as a scapegoat, when capitalism and colonial methods/mindsets are at the heart of all of this lack. Be braver.
- put all city county offices meeting etc l8ve stream transparency there
- investigate the university of virginia for their shady business practices and for the mold in my dorm
- Prioritize tax paying individuals and families. Stop wasting our money on things no normal people care about (Gaza, Israel, Ukraine)
- Lower taxes. Give tax rebates to tax payers when there is a budget surplus. Repeal rezoning.
- Don't raise my taxes for any of the above ideas
- Eliminate excessive taxes
- This commission is a ridiculous waste of tax payer dollars.
- Cut the HRC and save taxpayers money.
- Getting rid of DEI and bringing jobs to Cville to employ people
- I'm grateful for your service to our community.
- Shut yourself down. Idiotic to have a commission for this at the level of a small town.
- This HRC really is a waste of time. We have existing laws that protect people.
- Abolish this commission asap
- I would like to see this body disbanded Think about how the money wasted on this boondoggle could be used for programs that are the proper function of a town government and hide your faces in shame.
- We
- arrest president jim

Attachment 6

2025 HRC Survey Responses

Wolfgang Keppley

2025-03-12

1) Read-ins

LDA is a form of unsupervised learning that views documents as bags of words (unordered). It is a generative statistical model that allows sets of observations to be explained by unobserved groups that explain why some parts of the data are similar.

LDA works by first making a key assumption: the way a document was generated is by picking a set of topics and then for each topic picking a set of words.

To do this it does the following for each document “m”:

- 1) Assume there are k topics across all of the documents
- 2) Distribute these k topics across document m (this distribution is known as α and can be symmetric or asymmetric, more on this later) by assigning each word a topic.
- 3) For each word w in document m , assume its topic is wrong but every other word is assigned the correct topic.
- 4) Probabilistically assign word w a topic based on two things:
 - what topics are in document m
 - how many times word w has been assigned a particular topic across all of the documents (this distribution is called β , more on this later)
- 5) Repeat this process a number of times for each document.

LDA makes two key assumptions:

- 1) Documents are a mixture of topics, and
- 2) Topics are a mixture of tokens (or words) We read in our data and relevant libraries.

The readtext package was used to read in our data into a corpus, the textstem package was using for stemmatization and pre-processing, and textmineR was used for LDA analysis.

2) Generate corpus

We transform our list of comments into a corpus (an comment plus an id value)

3) LDA (Latent Dirichlet Allocation)

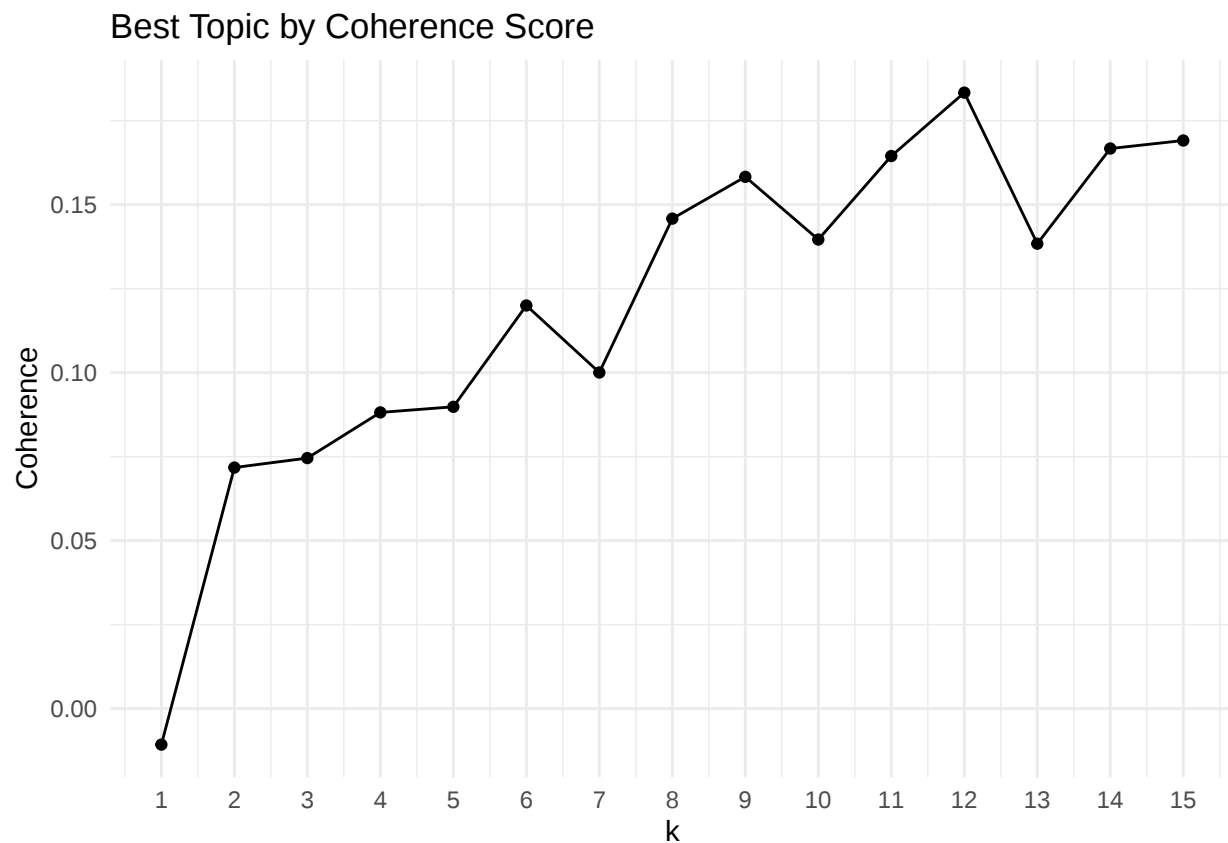
We choose LDA as our method of analysis.

3A) Determining the Best K (Coherence Score)

The number of topics (k) is manually assigned. We start with k = 15, and plot the coherence score. Coherence gives the probabilistic coherence of each topic. Coherence score is a score that calculates if the words in the same topic make sense when they are put together.

Model Tuning

Choosing the best model



Continue Tuning

```
##  
## Attaching package: 'data.table'  
  
## The following objects are masked from 'package:lubridate':  
##  
##   hour, isoweek, mday, minute, month, quarter, second, wday, week,  
##   yday, year
```

```

## The following objects are masked from 'package:dplyr':
##
##   between, first, last

## The following object is masked from 'package:purrr':
##
##   transpose

## Warning in melt(allterms, idvars = "word"): The melt generic in data.table has
## been passed a data.frame and will attempt to redirect to the relevant reshape2
## method; please note that reshape2 is deprecated, and this redirection is now
## deprecated as well. To continue using melt methods from reshape2 while both
## libraries are attached, e.g. melt.list, you can prepend the namespace like
## reshape2::melt(allterms). In the next version, this warning will become an
## error.

## Using word as id variables

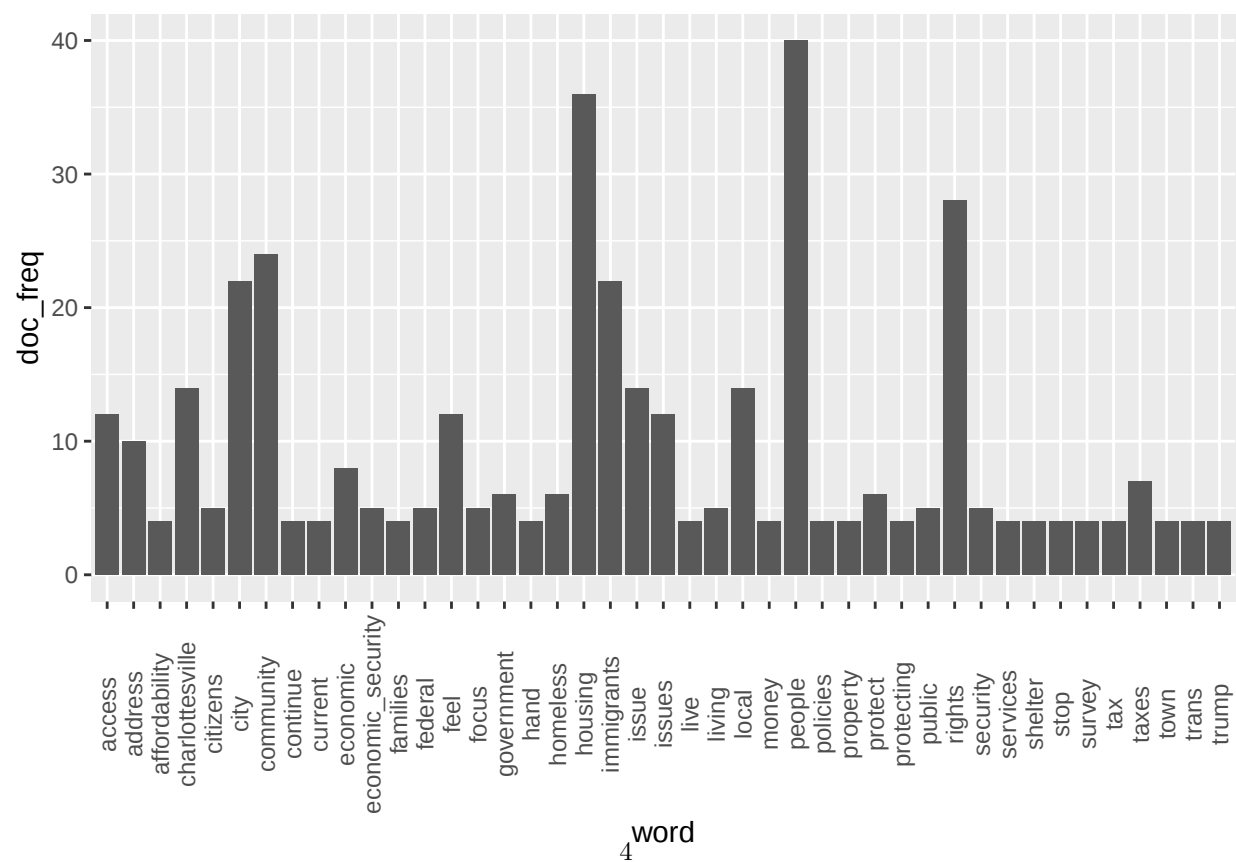
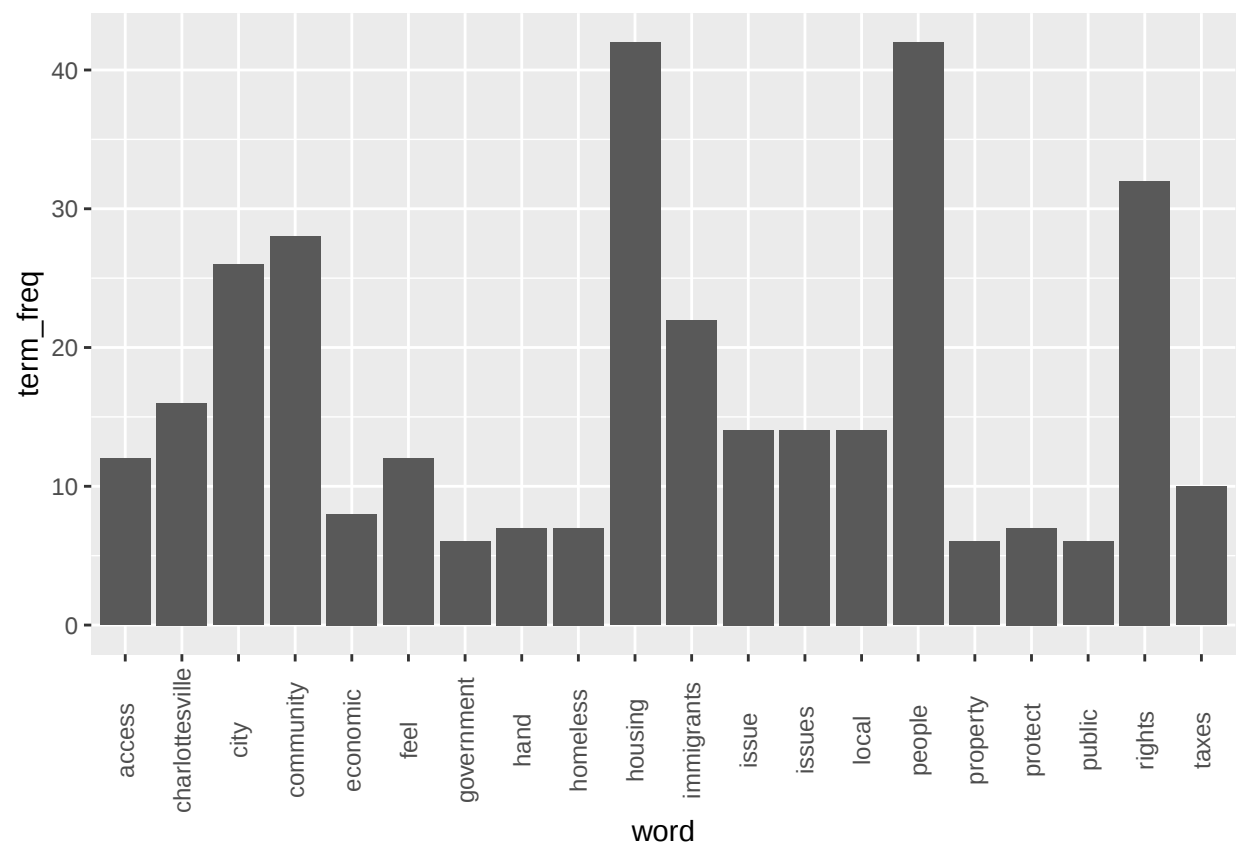
## Warning in melt(., id.vars = c("topic")): The melt generic in data.table has
## been passed a data.frame and will attempt to redirect to the relevant reshape2
## method; please note that reshape2 is deprecated, and this redirection is now
## deprecated as well. To continue using melt methods from reshape2 while both
## libraries are attached, e.g. melt.list, you can prepend the namespace like
## reshape2::melt(.). In the next version, this warning will become an error.

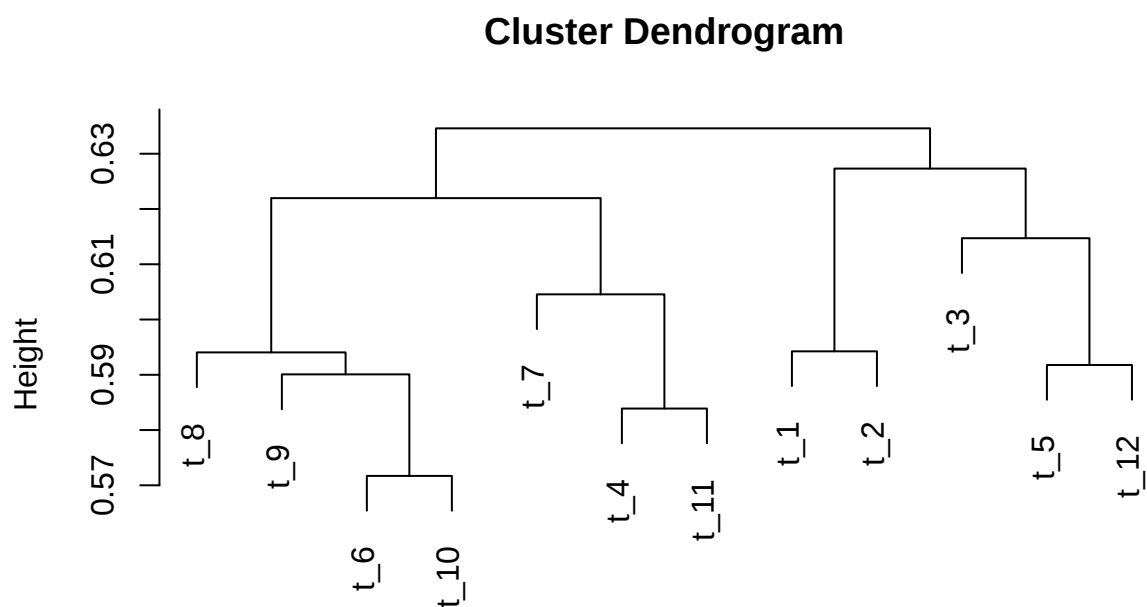
## Joining with 'by = join_by(topic, word)'

## Warning in melt(theta_df, id.vars = "document"): The melt generic in data.table
## has been passed a data.frame and will attempt to redirect to the relevant
## reshape2 method; please note that reshape2 is deprecated, and this redirection
## is now deprecated as well. To continue using melt methods from reshape2 while
## both libraries are attached, e.g. melt.list, you can prepend the namespace like
## reshape2::melt(theta_df). In the next version, this warning will become an
## error.

```

4) Visualization(s)

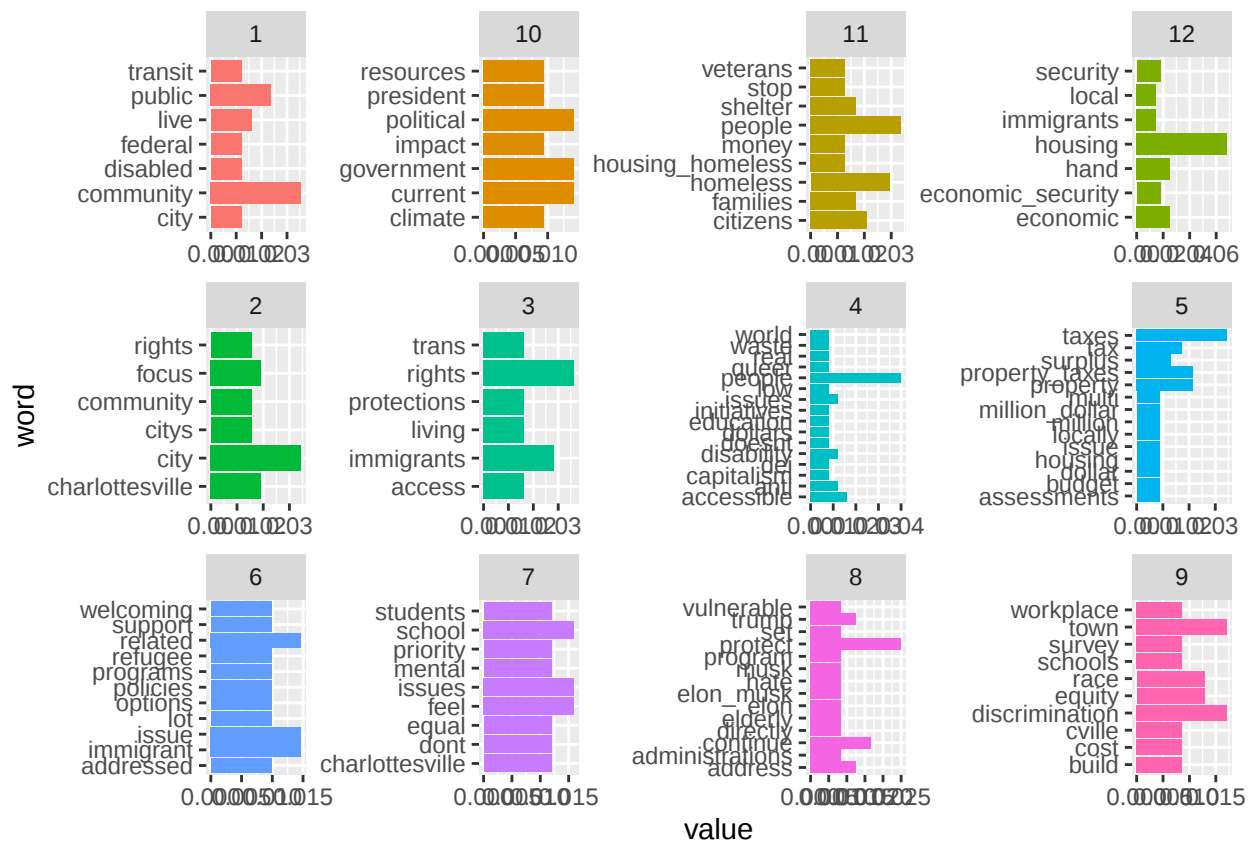




```
as.dist(model$topic_linguistic_dist)  
hclust (*, "ward.D")
```

```
## Warning: package 'wordcloud' was built under R version 4.3.2
```

```
## Loading required package: RColorBrewer
```



Attachment 7

CHARLOTTESVILLE HUMAN RIGHTS COMMISSION
RESOLUTION TO ESTABLISH A CITYWIDE LANGUAGE ACCESS PLAN
RESOLUTION #: HR21-1

PLAIN LANGUAGE VERSION

The purpose of the Charlottesville Human Rights Commission is to act as a strong advocate for justice and equal opportunity.

The Human Rights Commission recommends that the City of Charlottesville develop and use a Citywide Language Access Plan that supports the right of all residents to communicate with the City in their preferred language.

A citywide plan is important because an estimated 15.7% of Charlottesville's population speaks a language other than English at home. A citywide plan will:

- allow people with limited English language proficiency to make use of City services
- show the City's commitment to serving all members of the public
- act as a citywide policy to support all staff in meeting the City's commitment to providing meaningful access to all residents
- support Title VI of the Civil Rights Act of 1964

This recommendation is guided by City commitments to:

- make electronic communication accessible to all members of the public
- work to make City services accessible to everyone
- ensure that residents have access to information about their rights and resources



1/31/22

Jessica Harris, Chair, Human Rights Commission

Date

The Commission is guided by the Charlottesville Human Rights Ordinance: City code Article XV. Sec. 2-433.

*What we mean by Plain Language: We will use clear, simple language to describe our work. We believe that understanding the work of government is a basic human right.

Attachment 8

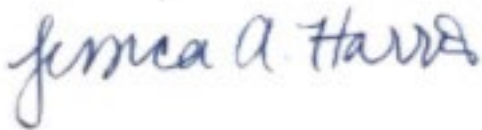
CHARLOTTESVILLE HUMAN RIGHTS COMMISSION
COMMUNITY ENGAGEMENT
RESOLUTION #: A22-1 (Plain Language)

The Charlottesville Human Rights Ordinance says that the Charlottesville Human Rights Commission will:

- meet with the public to offer education and guidance on ways to prevent and stop discrimination
- provide a way for the public to discuss human rights issues in an open, honest conversation about equity and opportunity
- offer education and information programs to promote mutual understanding, reconciliation, and respect between people protected by the ordinance and the larger Charlottesville community

The Community Engagement Committee of the Human Rights Commission aims to create opportunities to connect, build relationships, and share information about human rights with Charlottesville residents. We especially want to:

- connect with residents who are more likely to be faced with human rights violations
- connect with residents where they are, such as showing up for community events
- make it easy to get information about the Office of Human Rights and how to get support
- cultivate trust and familiarity with the Office and the Commissioners



08/26/22

Jessica Harris, Chair, Human Rights Commission

Date

The Commission is guided by the Charlottesville Human Rights Ordinance: City code Article XV. Sec. 2-433. This Resolution supports Sec. 2-433 and Sec. 2-434 of the Human Rights Ordinance.