Human Rights Commission Meeting Agenda Packet
September 17, 2026, 6:00 pm
City Space
100 5th Street NE
Charlottesville, VA 22902

Index

I. Agenda

II. Martha's Rules (for reference)

III. 08/20/2026 DRAFT HRC Regular Meeting Minutes

IV. 08/27/2026 DRAFT HRC Public Administrative Appeal Hearing for Case 2025-2 Minutes

V. OHR Monthly Report

VI. HRC Work Plan

Attachment I

Human Rights Commission Meeting Agenda
September 17, 2026, 6:00 pm
City Space
100 5th Street NE
Charlottesville, VA 22902

Regular Meeting

I. WELCOME
- Call to order/Roll call
- Mission (recited by all): *Act as a strong advocate for justice and equal opportunity by providing citywide leadership and guidance in the area of civil rights.*

II. MATTERS BY THE PUBLIC
- Public Comment

III. MINUTES
- 08/20/2026 HRC Regular Meeting Minutes*
- 08/27/2026 HRC Public Administrative Appeal Hearing for Case 2025-2 Minutes*

IV. BUSINESS MATTERS
- Chair update
- OHR staff report

V. WORK SESSION
- OHR Intern Presentations
- City Policy community stakeholder engagement planning
- Work Plan check in
- New business
- Decision regarding next Work Session on 10/01/2026

VI. MATTERS BY THE PUBLIC
- Public comment
- Commission response to Matters by the Public

VII. COMMISSIONER UPDATES

VIII. NEXT STEPS & ADJOURN

* ACTION NEEDED

Please take Notice that this 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 meeting will be a limited public forum to discuss the agenda items presented 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.

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.

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 II

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 ¾ 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 III

Human Rights Commission
Meeting Minutes
Regular Meeting
August 20, 2026
Virtual/Electronic Meeting conducted on Zoom
6:00 pm

Pending HRC Approval

1. **WELCOME**
    a. CALL TO ORDER
        i. Chair, Heather Roberson Gaston, called the Zoom meeting to order at 6:05 pm.
    b. ROLL CALL
        i. Present
            1. Heather Roberson Gaston
            2. Elizabeth Stark
            3. Callum McCain von Schill
            4. Dawn Lawson (arrived 6:13 pm after review of minutes from 07/16/26)
            5. Emily Currier
            6. Jessica Cocciolone
            7. Suzanne Lynn
        ii. Absent
            1. Mariane Asad Doyle
    c. MISSION (recited by all): Act as a strong advocate for justice and equal opportunity by providing citywide leadership and guidance in the area of civil rights.
2. **MATTERS BY THE PUBLIC**
    a. PUBLIC COMMENT
        i. None.
    b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
        i. None.
3. **MINUTES**
    a. Review of minutes from July 16, 2026.
        i. Motion: Jessica Cocciolone moved to approve the July 16, 2026, regular meeting minutes.
            1. Second: Heather Roberson Gaston seconded the motion.
            2. Vote:
                a. In favor: 6
                b. Can live with: 0
                c. Opposed: 0
                d. Abstained: 0
            3. Motion to approve minutes passed unanimously.
4. **BUSINESS MATTERS**
    a. CHAIR UPDATE
        i. Legislative Recommendation Timeline
            1. The chair reported that the Chair and staff sought to preserve or extend the usual August 30 deadline for state legislative recommendations.
            2. The Commission heard that the City requested recommendations by Saturday, August 22, 2026, so they could be considered during the City's legislative process.
            3. The chair suggested submitting a shorter, less granular slate of recommendations than in some prior years due to the compressed timeline and evolving stakeholder input.

4. The chair noted that state legislative recommendations were the immediate focus and that City policy recommendations could be addressed later.

b. OHR STAFF REPORT

i. Chief Prosperity Officer

1. Staff reported that Joshua Barr began as the City's new Chief Prosperity Officer.
2. Staff described the new reporting structure: the Office of Human Rights reports to the Chief Prosperity Officer, then to the Assistant to the City Manager, then to the City Manager.
3. Staff noted that the Chief Prosperity Officer has prior human rights office leadership experience and is familiar with official human rights agency work.

ii. Hiring and Staffing

1. Staff reported that the policy and impact analyst hiring process was near completion and that reference checks were underway.
2. Staff anticipated that the selected candidate may attend a future meeting, likely in October if the process proceeds as expected.

iii. IAOHRA Conference and Local Human Rights Work

1. Staff reported from the International Association of Official Human Rights Agencies conference and noted that agencies are discussing limits and uncertainties related to federal work-share enforcement and federal civil rights protections.
2. Staff emphasized the importance of local and state human rights agencies in handling complaints, identifying systemic issues, and maintaining access to protections.
3. Staff distinguished outreach from engagement: outreach focuses on education and sharing information, while engagement involves stakeholder conversations that inform Commission recommendations and policy work.
4. Staff reported participating in Soul of Cville and speaking with approximately 25 community members.
5. Staff noted that the conference reinforced the need for staff capacity, including the policy and impact analyst and potentially future community outreach capacity.

iv. Office Work Plan and Three-Year Goals

1. Staff reported that an Office of Human Rights work plan and three-year goals had been submitted to City management.
2. Staff stated that the office work plan is separate from the Commission work plan and will be shared with the Commission after additional feedback is received.

5. WORK SESSION

a. Annual legislative agenda recommendations

i. Recommendation Timeline and Process

1. The Commission focused on state legislative recommendations because those recommendations were due to the City by August 22, 2026.
2. The Commission discussed using highlighted priorities and stakeholder input to identify a proposed slate rather than drafting full final language during the meeting.
3. Commissioners discussed that the compressed timeline limited the ability to refine language as extensively as in prior years but agreed that a timely submission was important.

ii. Implementation and Sustainable Funding

1. Commissioners discussed a broad theme that recently enacted human-rights-related and housing laws must be implemented effectively, without

Pending HRC approval

weakening, watering down, or creating loopholes before delayed effective dates.
2. Discussion included the need for implementation structures, guidance, sustainable funding, staffing, and capacity so new laws do not become unfunded or unsupported mandates.
3. Commissioners discussed distinguishing between state-level legislative asks, City-level implementation questions, and issues requiring further investigation before a recommendation can be made.
4. Staff encouraged the Commission to frame recommendations with a concrete “by” statement, such as by increasing funding, enacting legislation, or creating enabling legislation, so City Council can understand the requested action.
5. Commissioners discussed moving some implementation questions, such as local use of property tax exemptions, right-of-first-refusal tools, LIHTC or property registry issues, and rental property registries, into City-level recommendations or an items-to-investigate category.

iii. Tenant Protections and Habitability
1. Commissioners discussed supporting implementation of recently enacted housing and tenant-protection laws, including tenant assertion reforms, anti-retaliation protections, ability to pay rent with legal tender, and habitability defenses.
2. The Commission heard that implementation of the 14-day pay-or-quit requirement appears to be proceeding smoothly based on available tenant-facing experience.
3. Commissioners discussed that habitability protections should cover safe and healthy housing conditions and not only immediately life-threatening conditions or fire hazards.
4. Discussion included examples such as severe pest infestation, mold, and other unsafe conditions that may not fall within a narrow survival-based standard.
5. Commissioners discussed that a recommendation could support implementation of enacted protections while also seeking to strengthen or clarify the habitability defense.

iv. Housing Affordability, Deeply Affordable Housing, and Housing Stability
1. The Commission discussed state support for deeply affordable housing, including housing affordable to people at or below approximately 30 percent of area median income and to workers earning minimum wage or low hourly wages.
2. Commissioners discussed the distinctions among permanent supportive housing, public housing, site-based subsidy, LIHTC-supported housing, and other forms of affordable housing.
3. Discussion included the need to protect recent housing funding increases and extend funding beyond single-year appropriations so localities and providers can plan for capacity, development, and service delivery over multiple years.
4. Commissioners discussed continued funding for eviction-prevention and housing-stability programs, including the Virginia Eviction Reduction Program, noting that recent funding increases should be sustained beyond the current cycle.

v. Junk Fees and Housing Cost Burdens
1. Commissioners discussed junk fees as a state legislative priority because mandatory fees can function as rent increases and worsen affordability.
2. Examples discussed included trash collection or delivery fees, water delivery fees, alarm system fees, mandatory internet packages, and other charges that residents may not be able to avoid.

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3. Commissioners noted that recent disclosure requirements are helpful but do not eliminate the underlying burden of mandatory or predatory fees.
4. Discussion emphasized that voucher holders and lower-income tenants may be especially affected when subsidies do not cover fees labeled as utilities, services, or add-ons.

vi. Wage Theft and Access to Recourse
1. Commissioners discussed wage theft and enforcement barriers raised by immigrant-community stakeholders.
2. Proposed language focused on strengthening enforcement mechanisms and ensuring workers have access to recourse regardless of language barriers or immigration status.
3. Commissioners noted that existing federal protections may apply in some circumstances but that practical access to legal help and enforcement remains a significant concern.
4. The Commission discussed that this issue may require additional research to identify the best state-level legislative mechanism.

vii. Access to Counsel and Legal Aid Capacity
1. Commissioners discussed access to counsel as a recurring theme across eviction, habitability, wage theft, and other civil legal issues.
2. Discussion included stakeholder input that right-to-counsel enabling authority may already exist but that funding restrictions may limit when legal aid attorneys can appear in eviction cases.
3. Commissioners discussed the need for attorney access at early eviction stages, including first-return hearings, where tenants may need help understanding whether to admit the debt, contest the case, or request a trial.
4. Staff agreed to follow up with a stakeholder at a statewide human rights gathering regarding legal-aid funding restrictions and representation at first-return hearings.

viii. Anti-Rent-Gouging and Good-Cause Eviction Protections
1. Commissioners discussed whether to include anti-rent-gouging legislation even though prior bill language may require revision.
2. Commissioners noted that rent increases and nonrenewal of leases remain significant tenant-stability issues.
3. Discussion included support for including good-cause eviction or nonrenewal protections among the issues reflected in the recommendation slate, even if a current bill sponsor is uncertain.

ix. Proposed Slate and Final Draft Process
1. Commissioners agreed that the final recommendation document should synthesize highlighted items, remove or park items better suited to City-level recommendations, and present a focused state legislative slate.
2. Commissioners agreed that the Chair and Vice Chair would prepare final language after the meeting and circulate a draft for commissioner review.
3. Commissioners discussed sharing a draft around 5:00 pm the next day, accepting comments or suggestions, and finalizing the submission by Saturday, August 22, 2026.

x. Motion: Jessica Cocciolone moved to adopt the proposed slate of legislative recommendations and authorize the Chair and Vice Chair to create a final draft for submission to City Council.
1. Second: Heather Roberson Gaston seconded the motion.
2. Vote:
    a. In favor: 7
    b. Can live with: 0
    c. Opposed: 0
    d. Abstained: 0
3. Motion passed unanimously.

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xi. Key Decisions
    1. The Commission adopted the proposed slate of legislative recommendations and authorized the Chair and Vice Chair to create a final draft for submission to City Council.
    2. The Chair and Vice Chair will synthesize the highlighted recommendation items into a final draft, with commissioner review by email before submission.
    3. City-level policy questions and items requiring additional research will be set aside for later local policy work or follow-up investigation.

b. Work Plan check-in
    i. Tabled.
c. New Business
    i. No new business was recorded.
d. Decision regarding next Work Session on 09/03/2026
    i. Key Decision
        1. The Commission decided not to hold the September 3, 2026, work session.

6. MATTERS BY THE PUBLIC

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

7. COMMISSIONER UPDATES

a. Free Bridge Encampment and Emergency Shelter Update
    i. A commissioner reported that the Free Bridge encampment was scheduled to be cleared as of September 1, 2026, and that community providers and advocates were closely monitoring the process.
    ii. Emergency Shelter Capacity and Related Housing Resources
        1. The Commission heard that the emergency shelter is expected to have 120 beds, compared with 54 existing Salvation Army beds in the community.
        2. The commissioner reported that another shelter option may add capacity later in the fall and that Vista 29 is expected to provide repurposed hotel housing for people experiencing chronic homelessness beginning in January.
        3. The Commission heard that 42 of the 80 Vista 29 units are expected to have vouchers set aside for people experiencing chronic homelessness.
    iii. Encampment Assessments and Outreach
        1. The commissioner reported that, as of June 8, 2026, approximately 118 people were at the encampment, though fewer people remained by the meeting date.
        2. The Commission heard that intakes had been completed with 42 people and that assessments were expected to continue.
        3. The commissioner stated that four outreach workers were being hired to support the transition.
    iv. Shelter Access and Harm Reduction Concerns
        1. The Commission heard concerns about accessibility and shelter rules, including top-bunk limitations, pets, couples, gender-separated sleeping arrangements, respite beds, and access to bathrooms and showers during renovations.
        2. The commissioner reported that one pet is expected to be allowed per person and that sleeping areas would be gender-separated, while day space would allow mixed-gender use.
        3. Concerns were raised about harm reduction, including whether the shelter would have an amnesty box or secure process for drugs,

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paraphernalia, needles, weapons, and tools that residents may not be allowed to bring into the shelter.

4. The commissioner stated that pets, couples, and substance-use-related concerns appear to be among the primary issues raised by community members.

v. Community Care, Data Collection, and Follow-Up

1. The commissioner stated that, based on current information, the City does not appear to be planning arrests, although community concerns about police presence and encampment closure remain.
2. The Commission discussed the need to balance intake data collection with trust-building, because intakes are required to connect people to housing subsidies and services but can create fear among people who have reasons to distrust systems.
3. The commissioner planned to attend a Continuum of Care meeting the following day and share any substantive updates with commissioners.

8. NEXT STEPS

a. Key Decisions

i. The July 16, 2026, regular meeting minutes were approved by a vote of 6 in favor, 0 can live with, 0 opposed, and 0 abstained.

ii. The Commission adopted the proposed slate of legislative recommendations and authorized the Chair and Vice Chair to create a final draft for submission to City Council.

iii. The Chair and Vice Chair will circulate draft recommendation language for commissioner review before final submission.

iv. City-level policy issues and issues requiring more investigation will be carried forward for later City policy work or follow-up.

v. The Commission will not hold the September 3, 2026, work session.

b. Action items

i. Heather Roberson Gaston and Elizabeth Stark

1. Draft and finalize the annual state legislative recommendation letter or slate for submission to City Council based on the highlighted priorities discussed by the Commission.
    a. Deadline/timing: Draft to be circulated around 5:00 pm on Friday, August 21, 2026, if feasible; final submission by Saturday, August 22, 2026.
2. Incorporate commissioner comments and stakeholder-informed language, where feasible, before final submission.
    a. Deadline/timing: Before final submission on Saturday, August 22, 2026.
3. Separate state-level recommendations from City-level policy issues and items requiring further research.
    a. Deadline/timing: During drafting and before final submission.

ii. Elizabeth Stark

1. Share any substantive updates from the Continuum of Care meeting or other Free Bridge encampment follow-up.
    a. Deadline/timing: After the meeting as updates become available.
2. Add or provide VPLC/legal-aid notes regarding right-to-counsel funding, first-return eviction hearings, and related access-to-counsel issues.
    a. Deadline/timing: As available; before future recommendation discussion if needed.

iii. Todd / staff

1. Support final submission of the legislative recommendations to the City process, as needed.
    a. Deadline/timing: By Saturday, August 22, 2026, or as soon as the final draft is ready.

Pending HRC Approval

2. Follow up with Christy Morrow or other appropriate stakeholders regarding legal-aid funding restrictions, right-to-counsel authority, and representation at first-return eviction hearings.
    a. Deadline/timing: At or after the statewide human rights commissions gathering.
3. Share the Office of Human Rights work plan and three-year goals with the Commission after receiving City management feedback.
    a. Deadline/timing: In a future agenda packet.
4. Continue the policy and impact analyst hiring process and update the Commission when the process advances.
    a. Deadline/timing: Ongoing; anticipated update before or at the October meeting if feasible.

iv. All commissioners

1. Review the draft legislative recommendations when circulated and provide comments or suggested edits promptly.
    a. Deadline/timing: After the draft is circulated, with feedback before final submission on Saturday, August 22, 2026.
2. Continue identifying City-level policy issues and questions that should be moved into the later City policy recommendation process.
    a. Deadline/timing: Ongoing before the City policy recommendations discussion.
3. Share any concerns or information related to the Free Bridge encampment transition, emergency shelter access, or community care issues with Commission leadership or staff.
    a. Deadline/timing: As information becomes available.

c. Items to verify

i. Verify statutory details, effective dates, and implementation status for recently enacted tenant-protection and housing laws before finalizing detailed recommendation language.

ii. Verify the appropriate state or local mechanism for junk fee regulation, wage-theft enforcement, legal-aid/right-to-counsel funding, and good-cause eviction or nonrenewal protections.

iii. Verify whether local implementation questions related to property tax exemptions, right-of-first-refusal tools, rental property registries, and LIHTC or property registry information should be addressed through City policy recommendations or stakeholder follow-up.

iv. Verify updated information regarding the Free Bridge encampment transition, shelter rules, accessibility, harm-reduction practices, and emergency shelter capacity as additional information becomes available.

9. ADJOURN

a. Meeting adjourned at 8:06 pm.

DRAFT - HRC Approval

Attachment IV

Human Rights Commission
Meeting Minutes
Special Meeting: Case 2025-2 Public Administrative Appeal Hearing
Thursday, August 27, 2026
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:00 pm

Pending HRC Approval

1. **WELCOME**
    a. CALL TO ORDER
        i. Presiding member, Vice Chair, Elizabeth Stark, called the meeting to order at 6:03 pm.
    b. ROLL CALL
        i. Present
            1. Elizabeth Stark, Vice Chair, presiding member
            2. Callum McCain von Schill
            3. Dawn Lawson
        ii. Absent
            1. The above commissioners comprised the entirety of the hearing panel, as appointed by the full Commission during a public regular meeting on February 19, 2026.
2. **HEARING PANEL DISCUSSION**
    a. Procedural Review and Scope of Hearing
        i. The presiding member reviewed the hearing procedures for the public administrative appeal in Case 2025-2, including that the complainant requested Commission review of the Director's finding of no reasonable cause.
        ii. Staff clarified that the case was filed under the version of the Human Rights Ordinance in effect before the August 3, 2026, amendments.
        iii. Staff explained that the hearing panel could uphold the Director's finding, overturn the finding, or identify additional information needed before a final determination.
        iv. Staff described possible next steps if the finding were overturned, including recommending that the parties revisit alternative dispute resolution through mediation, recommending further action by the City Attorney and City Council where authorized, or making recommendations to the respondent.
        v. Staff noted that mediation would remain voluntary for both parties and that the Commission does not have authority to award damages, issue injunctive orders, or compel a respondent to provide a remedy.
    b. Review of Case Record and Investigation
        i. The hearing panel acknowledged the detail, professionalism, and thoroughness of the investigative record and staff work.
        ii. The panel used the investigative report and determination as the framework for discussion, focusing primarily on the two issues and elements identified in the case record.
        iii. The panel discussed that the absence of corroborating evidence created evidentiary limits, but that the record also raised questions about whether additional information could clarify the workplace context and the respondent's handling of the complainant's concerns.
    c. Issue One: Alleged Race-Based Hostile Work Environment
        i. The panel discussed the allegation that the complainant was subjected to a hostile work environment based on race, including alleged intentional mispronunciation of the complainant's name, comments about racial background

or family, culturally or racially insensitive remarks, differential treatment, and ostracism.
    ii. Discussion included the medication-cart shift-change incident, internal workplace conflict reports, the role of witnesses, and the extent to which the record did or did not corroborate specific alleged race-based comments.
    iii. Panel members discussed concerns that workplace conflicts may have gone undocumented or unresolved and that the complainant may not have felt safe reporting all concerns through ordinary workplace channels.
    iv. The panel discussed whether the record suggested broader workplace culture concerns, clique dynamics, colorism or multiracial identity concerns, and whether those dynamics could have affected how the complainant experienced the workplace.
    v. The panel also discussed workload, patient-safety concerns, medication administration, charting, patient care duties, breaks, and whether the complainant's reports about other employees' conduct or work performance were investigated or addressed by the respondent.
    vi. Panel members discussed whether the complainant was labeled as someone who "runs to HR" and whether management or HR took steps to prevent that label from contributing to isolation or retaliation.
d. Issue Two: Termination, Discipline, and Possible Retaliation or Pretext
    i. The panel discussed whether the respondent had nondiscriminatory reasons for termination, including medication administration and documentation concerns, controlled-substance record issues, attendance or call-out issues, and other workplace conduct.
    ii. Discussion included whether progressive discipline, performance improvement plans, rebuttal opportunities, call-out policies, medication-error policies, and similar workplace rules were applied consistently to the complainant and to similarly situated employees.
    iii. The panel discussed evidence concerning text messages to a coworker's spouse and other interpersonal conduct, noting that some conduct raised legitimate workplace concerns while also considering the broader workplace context in which it occurred.
    iv. The panel discussed whether the complainant may have engaged in conduct that gave the respondent legitimate concerns, while still leaving unanswered questions about differential treatment, possible retaliation, or whether the respondent applied its policies consistently.
e. Additional Questions Identified for Follow-Up
    i. The panel identified several areas where additional information could assist the hearing panel before a final determination is made.
        1. What action, if any, HR or management took in response to the complainant's reports about other employees' work performance, patient safety, medication handling, wound care, and staff conduct.
        2. Whether those concerns were verified, resolved, or continued after they were reported.
        3. Whether HR or management knew that the complainant was being characterized as someone who "runs to HR," and how that issue was addressed.
        4. The timing of alleged race-based comments, harassment, or workplace isolation relative to the complainant's reports to HR or management.
        5. Whether call-out, progressive-discipline, performance-improvement-plan, medication-error, and rebuttal policies were applied consistently across similarly situated employees.
        6. Whether additional employees named or referenced in the record should be interviewed to determine what they observed or knew.

Pending HRC Approval

7. Whether the respondent had received prior complaints of race-based harassment, discrimination, or similar workplace concerns, and how any such complaints were handled.
8. Whether the complainant had supervisory, lead-worker, or shift-lead authority over other staff and how that affected expectations, responsibilities, or discipline.
9. Whether additional context regarding the complainant's communications with a coworker's spouse would clarify the record.

f. Panel Deliberation
   i. The panel discussed whether to render a final determination during the hearing or seek additional information first.
   ii. One panel member stated an inclination to uphold the Director's determination based on the existing record, while the majority expressed that the unanswered questions should be pursued before a final determination is made.
   iii. The majority concluded that additional investigation and a follow-up hearing were appropriate before the panel decides whether to uphold or overturn the Director's finding.

3. HEARING PANEL DECISION

a. Motion: Callum McCain von Schill moved to reopen the investigation into Case 2025-2 and hold a follow-up public hearing after the questions raised in the discussion are answered.
   i. Second: Dawn Lawson seconded the motion.
   ii. Vote:
      1. In favor: 2
      2. Opposed: 1
      3. Abstained: 0
   iii. Motion passed.

b. Key Decision
   i. The hearing panel voted to reopen the investigation into Case 2025-2 and hold a follow-up public hearing after additional questions are answered.

4. NEXT STEPS

a. Key Decisions
   i. The hearing panel did not render a final determination on the Director's finding of no reasonable cause during this hearing.
   ii. The investigation will be reopened for follow-up on the questions identified by the hearing panel.
   iii. A follow-up public hearing will be held after the additional information is available for review.

b. Action items
   i. Office of Human Rights staff
      1. Reopen the investigation and coordinate follow-up on the questions identified during the hearing panel discussion.
         a. Deadline/timing: After the hearing and before the follow-up public hearing.
      2. Determine whether additional witnesses named or referenced in the record should be interviewed.
         a. Deadline/timing: During the reopened investigation.
      3. Seek additional information regarding HR or management responses to the complainant's workplace concerns, policy application, prior complaints, and other questions identified by the hearing panel.
         a. Deadline/timing: During the reopened investigation.
      4. Coordinate scheduling, notice, and materials for a follow-up public hearing after additional information is gathered.
         a. Deadline/timing: After additional information is available.
   ii. Hearing panel members

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1. Review additional information provided after the investigation is reopened.
    a. Deadline/timing: Before the follow-up public hearing.
2. Participate in the follow-up public hearing and make a final determination based on the record and additional information received.
    a. Deadline/timing: At the follow-up public hearing.

5. ADJOURN

a. Meeting adjourned at 8:11 pm.

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Attachment V

City of Charlottesville Office of Human Rights
Monthly Report: September 2026

HRC Work Summary

The table below provides an overview of the work done by the Human Rights Commission in the current calendar year.

Date	Roles (Sec. 433)	Primary Action	Summary & Analysis
2/9/2026	Sec. 2-433. (b) Community Outreach & 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 02/09/26 to 02/23/26 and received 103 responses. Commissioners will use this information to inform their annual planning for CY2026.
2/19/2026	Sec. 2-433. (a) Individual Assistance	Public Discussion	The HRC voted to hold the Appeal Hearing for case 2025-2 by a panel of 3 Commissioners.
4/16/2026	Sec. 2-433. (f) Commission Policies	Policy Review	The HRC reviewed proposed amendments to the Charlottesville Human Rights Ordinance and voted unanimously to adopt the amendments for recommendation to City Council. The amendments included minor wording changes for clarity, changes to membership criteria, updates to the complaint process procedures, clarification on contracted services for housing cases, and the addition of a conflict-of-interest clause to the Commission enforcement section. These changes will be presented to City Council on June 15, 2026.
4/16/2026	Sec. 2-433. (f) Commission Policies	Policy Review	The HRC reviewed proposed amendments to the HRC Rules & Procedures and voted unanimously to adopt the changes. The amendments included a clarification about public notice for emergency meetings and detailed protocols for the HRC public administrative hearing process.

Date	Roles (Sec. 433)	Primary Action	Summary & Analysis
4/16/2026	Sec. 2-433. (b) Community Outreach & Engagement	Public Discussion	The HRC invited Abi Matthew Wade, Economic Mobility Officer, to present a summary of her work and share data pertaining to key issues of interest to the HRC including the benefits cliff, challenges faced by asset-limited income-constrained employed (ALICE) residents, childcare accessibility, and barriers to economic stability for people with disabilities.
5/21/2026	Sec. 2-433. (f) Commission Policies	Policy Review	The HRC adopted changes to the Rule & Procedures to remove sections that duplicated language from the Charlottesville Human Rights Ordinance and a section about membership terms that was not part of City code.
6/18/2026	Sec. 2-433. (b) Community Outreach & Engagement	Public Discussion	Residents of the Fifeville neighborhood spoke to the HRC regarding concerns about the proposed development at the corner of 7th Street SW and Delevan Street.
6/18/2026	Sec. 2-433. (e) Legislative Program	Public Discussion	The HRC hosted a question-and-answer session with Delegate Katrina Callsen and Senator Creigh Deeds regarding legislative actions impacting economic stability.
7/14/2026	Sec. 2-433. (b) Community Outreach & Engagement	Stakeholder Meeting	The HRC Chair and HRC Director met with the Executive Director and Sr. Director of Clinical Operations of the Region Ten Community Services Board to discuss legislative priorities related to supporting individuals with disabilities including substance use and mental health.
7/16/2026	Sec. 2-433. (b) Community Outreach & Engagement	Public Discussion	The HRC hosted a panel that included representatives from the 10th and Page Neighborhood Association, Blue Ridge Area Coalition for the Homeless (BRACH), Legal Aid Justice Center (LAJC), and Sin Barreras. Commissioners will use the information from this panel to inform their legislative and City policy recommendations to City Council.
7/19/2026	Sec. 2-433. (b) Community Outreach & Engagement	Stakeholder Meeting	The HRC Vice Chair and the HRC Director met with representatives from the Virginia Poverty Law Center to discuss legislative priorities related to housing.

Date	Roles (Sec. 433)	Primary Action	Summary & Analysis
8/11/2026	Sec. 2-433. (b) Community Outreach & Engagement	Stakeholder Meeting	The HRC Chair, one Commissioner, and the HRC Director met with the Executive Director of Piedmont Housing Alliance and a representative from Virginia Housing Alliance to discuss legislative priorities related to Housing.
8/19/2026	Sec. 2-433. (b) Community Outreach & Engagement	Stakeholder Meeting	An HRC Commissioner and the HRC Director met with the President of the Charlottesville Pride Network to learn about the organization, share information about the HRC, and discuss legislative and City policy priorities related to the LGBTQIA+ community.
8/20/2026	Sec. 2-433. (e) Legislative Program	Public Discussion	Commissioners reviewed consolidated notes from multiple stakeholder meetings and voted to adopt a slate of legislative recommendations for submission to City Council.
8/24/2026	Sec. 2-433. (e) Legislative Program	Council Recommendation	The HRC Chair and Vice Chair finalized the legislative recommendation document and submitted it to City Council on 8/24/2026.
8/27/2026	Sec. 2-433. (a) Individual Assistance	Public Hearing	A panel of three Commissioners held a public administrative appeal hearing on the Director's finding of no reasonable cause in Case 2025-2. The panel voted 2:1 to reopen the investigation to answer several questions raised during the hearing discussion.

Federal Workshares

Fair Housing Assistance Program (FHAP) workshare agreement

- September 5, 2025: Certification was denied because of local, state-authorized protections against housing discrimination on the bases of gender identity, sexual orientation, and source of funds, as well as HUD's shift to only approving FHAP workshares for state agencies.
- With the continued decline in federal protection for fair housing rights, state and local human and civil rights agencies must assume the full responsibility for protecting Virginians from housing discrimination.

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.
- Additionally, the federal government has directed both HUD and the EEOC to exclude gender identity and sexual orientation as protected classes, and neither agency supports disparate impact as a legitimate theory of discrimination. Engagement in either workshare at this time would leave people who live and work in Charlottesville with less robust protections against discrimination than they currently have under state law and the Charlottesville Human Rights Ordinance.

Outreach

The table below provides an overview of community outreach activities during the current calendar year. The volume and consistency of community outreach have been significantly impacted due to the vacant and unfunded status of the Community Outreach Specialist position since August 2025.

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Open office days in the month	*20*	*19*	*21*	*22*	*20*	*21*	*22*	*21*	*21*	*22*	*18*	*21*	***241***
Total service provision events	2	0	0	1	0	0	0	1	1	0	0	0	5
Total education & awareness events	1	0	0	1	0	0	0	0	0	0	0	0	2
Total collaboration & leadership events	8	7	6	7	9	5	9	8	2	0	0	0	61
Total outreach activities	11	7	6	9	9	5	9	9	3	0	0	0	68
Total attendees at service provision events	42	0	0	5	0	0	0	24	35	0	0	0	106
Total attendees at education & awareness events	20	0	0	20	0	0	0	0	0	0	0	0	40
Total attendees at events	62	0	0	25	0	0	0	24	35	0	0	0	146

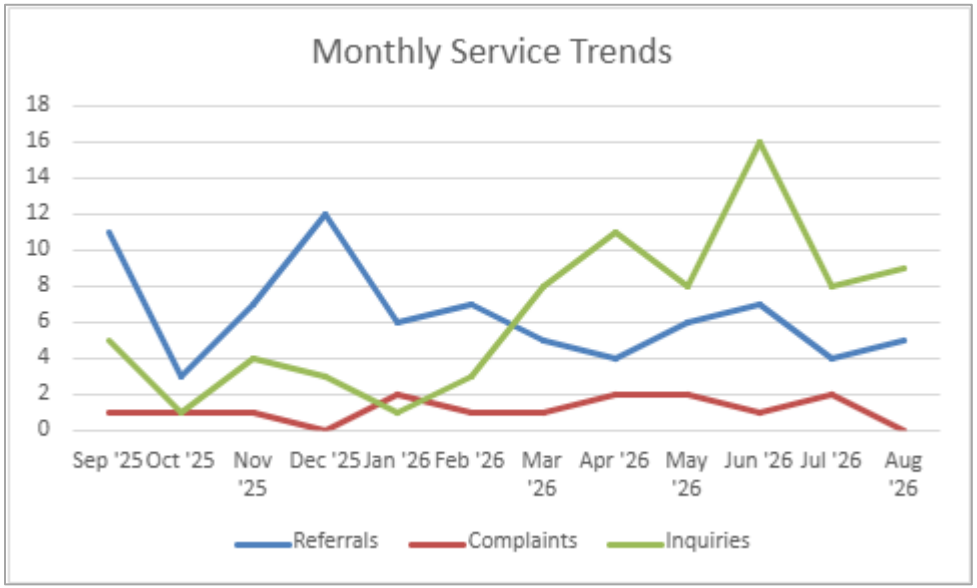
Service Provision

Intake Trends

The table below presents a snapshot of intake data trends over the last 12 months.

Service Type	Sep '25	Oct '25	Nov '25	Dec '25	Jan '26	Feb '26	Mar '26	Apr '26	May '26	Jun '26	Jul '26	Aug '26
Referrals	11	3	7	12	6	7	5	4	6	7	4	5
Complaints	1	1	1	0	2	1	1	2	2	1	2	0
Inquiries	5	1	4	3	1	3	8	11	8	16	8	9

The chart below shows the same data in the table above but in a graphic format.



Active Complaints

The table below provides a summary of the complaints currently open with the Office of Human Rights. While cases continue to move forward, the Office is currently struggling to keep up with new investigations due to the volume of cases, limited staffing, and the cost of contracted investigative services.

Case #	Protected Activity	Protected Class(es)	Status
2021-5	Employment	Sexual Orientation, Race	Investigation in progress.
2024-3	Public Accommodation	National Origin, Sexual Orientation	Investigation in progress.
2024-3R	Public Accommodation	Retaliation	Investigation in progress.
2024-8	Employment	Race, National Origin	Determination in progress.
2024-11	Employment	Sex, Marital Status	Determination in progress.
2025-2	Employment	Race	Appeal in progress.
2025-4	Housing	Source of Funds	Alternative dispute resolution in progress.
2025-6	Employment	Disability, Sex	Determination in progress.
2025-7	Public Accommodation	Disability, Race	Determination in progress.
2025-9	Public Accommodation	Race	Determination in progress.
2025-10	Employment	Sexual Orientation, Gender Identity	Determination in progress.
2025-11	Employment	Disability	Investigation in progress.
2025-13	Housing	Disability	Determination in progress.
2025-14	Housing	Race	Determination in progress.
2025-16	Housing	Race	Determination in progress.
2026-2	Housing	Disability, Elderliness	Investigation in progress.
2026-3	Housing	Disability	Investigation in progress.
2026-4	Employment	Race, Retaliation	Investigation in progress.
2026-5	Employment	Disability, Sex, Marital Status	Alternative dispute resolution in progress.
2026-6	Housing	Disability, Retaliation	Investigation in progress.
2026-7	Employment	Disability	Investigation in progress.
2026-8	Housing	Race, National Origin	Alternative dispute resolution in progress.
2026-9	Public Accommodation	Disability	Alternative dispute resolution in progress.
2026-10	Housing	Disability	Alternative dispute resolution in progress.
2026-11	Housing	Disability	Alternative dispute resolution in progress.
2026-12	Housing	Disability	Awaiting response to offer of alternative dispute resolution.

Multi-year Complaint Case Overview

The table below provides a summary of case status over the past 8 years. Please note that in previous reports the Totals column for the Total Opened and Total Closed rows excluded the CY2026 totals. The formula has been fixed, and the two totals in this report are correct.

Measure	CY2019	CY2020	CY2021	CY2022	CY2023	CY2024	CY2025	CY2026	Totals
Currently open cases	0	0	1	0	0	4	10	11	26
Open cases awaiting response	0	0	0	0	0	0	0	1	1
Open cases in ADR	0	0	0	0	0	0	1	5	6
Open cases under investigation	0	0	1	0	0	2	1	5	9
Open cases pending determination	0	0	0	0	0	2	7	0	9
Open cases in HRC public hearing	0	0	0	0	0	0	1	0	1
Total Opened	***5***	***2***	***12***	***9***	***7***	***13***	***16***	***12***	***76***
Total Closed	***4***	***1***	***8***	***5***	***11***	***7***	***9***	***4***	***49***

Reporting

The table below provides a summary of reports submitted to City Council during the current calendar year.

Report	Status
CY2025 Fourth Quarter Report to Council	Submitted February 25, 2026.
CY2025 HRC & OHR Annual Report	Published May 20, 2026 (Presented to City Council on June 1, 2026).
CY2026 First Quarter Report to Council	Submitted April 14, 2026.
CY2026 Second Quarter Report to Council	Submitted August 11, 2026.
CY2026 Third Quarter Report to Council	To be submitted in October 2026.
CY2026 HRC & OHR Annual Report	Projected completion February 2027.

Attachment VI

Human Rights Commission
Annual Work Plan: Focus and Goals
March 2026 – February 2027
Date of last revision: 09/16/2026

This document serves as a tool for use during the annual planning meeting and throughout the year to assist with the identification of focus areas and goals and the development of a monthly calendar.

Human Rights Ordinance Reference
The Charlottesville Human Rights Ordinance (City Code Chapter 2, Article XV) is the roadmap for the work of both the Human Rights Commission and Office of Human Rights. Sec. 2-433. (a) – (f) of the Ordinance includes details of the roles of the Commission and Office. The subsections are given shortened titles here for easier reference.

Human Rights Commission Roles	General Actions and Timeframes

Sec. 2-433. (a) Individual assistance	• Timing is dependent upon individual complaints and findings
	• Could include training on:
	  ○ Public administrative hearings
	  ○ Human and civil rights protections

Sec. 2-433. (b) Outreach and engagement	• Timing is throughout the year in response to community issues • Could include community events, presentations, or public polls • Could include community dialogue or other informational programs • Could be expanded with additional staffing and Commission support
Sec. 2-433. (c) Systemic issues, policies, and practices	• Plan to submit recommendations to Council in **October** or **November** • Could include single events like panels, forums, and town halls • Could also include long-term multi-year research or reviews of policy • Additional staffing and Commission support could expand the work
Sec. 2-433. (d) Federal workshares	• Timing is dependent upon workshare requirements • May include review and adoption of Ordinance amendments • May include community engagement activities
Sec. 2-433. (e) Legislative program	• Plan to submit legislative recommendations to Council by **August 31st** • Could include public polls, panels, forums, and town halls • Could include research related to Sec. 2-433. (c)
Sec. 2-433. (f) Commission policies	• Plan to submit recommendations to Council in **October** or **November** ○ May include requests for funding for programs or staffing • Changes to the Commission's Rules & Procedures are not timebound • Changes to the Human Rights Ordinance can take multiple months

Annual Focus Areas

Each year the Commission identifies focus areas for its work from March – February. These are informed by current events, public input, data from the Office of Human Rights, and Commissioner knowledge.

Primary Focus Area(s)
1. Economic stability across protected classes.

Annual Goals and Alignment

Specific, measurable, achievable, relevant, and time-bound goals that align with focus areas and HRC roles under the Human Rights Ordinance.

Goals	Ordinance Alignment	Added to Work Plan
Commission holds a stakeholder discussion at the July 16, 2026, regular meeting and one-on-one stakeholder meetings prior to August 14, 2026.	• Sec. 2-433. (b) Outreach and engagement	☒
Commission reviews information learned regarding legislative priorities and begins drafting recommendations for City Council by August 1, 2026.	• Sec. 2-433. (c) Systemic issues, policies, and practices • Sec. 2-433. (e) Legislative program	☒
Commission finalizes and adopts legislative priorities recommendations for City Council by August 20, 2026.	• Sec. 2-433. (c) Systemic issues, policies, and practices • Sec. 2-433. (e) Legislative program	☒
Commission submits legislative recommendations to City Council by August 22, 2026.	• Sec. 2-433. (b) Outreach and engagement • Sec. 2-433. (e) Legislative program	☒
Commission reviews information learned regarding City policies and begins drafting recommendations for City Council by DATE	• Sec. 2-433. (b) Outreach and engagement • Sec. 2-433. (c) Systemic issues, policies, and practices	☐
Commission holds an additional stakeholder meeting to inform City policy recommendations on DATE	•	☐
Commission finalizes and adopts City policy recommendations for City Council on DATE	• Sec. 2-433. (b) Outreach and engagement • Sec. 2-433. (c) Systemic issues, policies, and practices	☐
Commission submits City policy recommendations to City Council by DATE	• Sec. 2-433. (b) Outreach and engagement • Sec. 2-433. (c) Systemic issues, policies, and practices	☐

Human Rights Commission
Annual Work Plan: Calendar
March 2026 – February 2027

Month	Actions
March	☒ Annual Meeting (3/5: Parks & Recreation Conference Room) ☒ Actions Between Meetings ☒ Contact state legislators for May panel ☒ Contact Economic Mobility Officer for 4/16 Regular Meeting ☒ Contact Assistant to the City Manager for 4/16 Regular Meeting
`April	☒ Work Session (4/2: City Space) - Not scheduled ☒ HRC Leadership Meeting (4/8 at 5:00pm) ☒ Regular Meeting (4/16: City Space) ☒ Closed session consultation with City Attorney's Office ☒ Review and potentially adopt amendments to the Human Rights Ordinance ☒ Expert panel and community engagement planning ☒ Actions Between Meetings ☒ Upload CY2025 annual report to 6/15 City Council agenda (on or before 5/18) ☒ Upload Ordinance amendments to 6/15 City Council agenda (on or before 5/18) ☒ Expert panel collaborative planning document to identify possible panelists ☒ Reach out to content experts for June or July panel ☒ Review HRC Rules & Procedures for any language changes per 2-432 ☒ Plan next steps and timeline with hearing panel
May	☒ Work Session (5/7: City Space) – Not scheduled ☒ HRC Leadership Meeting (5/13 at 4:00pm) ☒ Regular Meeting (5/21: City Space) ☒ Review list of possible panelists for June or July ☒ Actions Between Meetings ☒ Contact potential panelists by June 1st ☒ Questions for Legislators ☒ Present CY2025 annual report to City Council (6/1) ☒ Present Ordinance amendments to City Council (6/15)
June	☒ Work Session (6/4: City Space) – Not scheduled ☒ HRC Leadership Meeting (6/10 at 4:00pm) ☒ Regular Meeting (6/18: City Space) ☒ Legislator Dialogue ☒ Actions Between Meetings ☒ 2:1 Stakeholder meetings
July	☒ Work Session (7/2: City Space) – Not scheduled ☒ HRC Leadership Meeting (7/8 at 4:00pm) – Not convened ☒ Regular Meeting (7/16: City Space) ☒ Stakeholder Panel ☒ Actions Between Meetings ☒ 2:1 Stakeholder meetings (to be completed by 8/14) ☒ Begin Draft of Legislative Recommendations

Month	Actions
August	☒ Work Session (8/6: City Space) – not scheduled ☒ HRC Leadership Meeting (8/12 at 4:00pm) ☒ Regular Meeting (8/20: City Space) ☒ Review, revise, and adopt state legislative recommendations ☒ Actions Between Meetings ☒ Case 2025-2 Public Administrative Appeal Hearing (8/27 at 6:00pm: City Space) ☒ Draft and submit state legislative recommendations to City Council by 8/30 ☒ Review HRC application for any language changes per 2-432
September	☒ Work Session (9/3: City Space) - not scheduled ☒ HRC Leadership Meeting (9/9 at 4:00pm) ☐ Regular Meeting (9/17: City Space) ☐ Discuss City policy recommendations ☐ Discuss potential second stakeholder meeting ☐ Intern presentations ☐ Actions Between Meetings ☐ City policy stakeholder outreach
October	☐ Work Session (10/1: City Space) ☐ HRC Leadership Meeting (10/7 at 4:00pm) ☐ Regular Meeting (10/15: City Space) ☐ Form Officer Nomination Committee (minimum of three Commissioners) ☐ City Policy stakeholder meeting ☐ Actions Between Meetings ☐ Nominating Committee begins nomination process ☐ Chair begins draft of City policy recommendations to Council
November	☐ Work Session (11/5: City Space) ☐ HRC Leadership Meeting (11/11 at 4:00pm) ☐ Regular Meeting (11/19: City Space) ☐ Adopt City policy recommendations ☐ Actions Between Meetings
December	☐ Work Session (12/3: City Space) ☐ HRC Leadership Meeting (12/9 at 4:00pm) ☐ Regular Meeting (12/17: City Space) ☐ Officer Nominating Committee presents slate of nominees (or in January?) ☐ Actions Between Meetings
January	☐ Work Session (1/7: City Space) ☐ HRC Leadership Meeting (1/6 at 4:00pm) ☐ Regular Meeting (1/21: City Space) ☐ Officer elections ☐ Plan date for Annual Meeting in March ☐ Actions Between Meetings

Month	Actions
February	☐ Work Session (2/4: City Space) ☐ HRC Leadership Meeting (DATE) ☐ Regular Meeting (2/18: City Space) ☐ Planning for Annual Meeting ☐ Actions Between Meetings ☐ HRC leadership begins draft of annual focus and goals