Human Rights Commission Meeting Agenda Packet
November 19, 2026
6:00 pm
City Space
100 5th Street NE
Charlottesville, VA 229092

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I. Agenda

II. Martha's Rules (for reference)

III. 10/15/2026 DRAFT HRC Regular Meeting Minutes

IV. OHR Monthly Report

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Attachment I

Human Rights Commission Meeting Agenda
November 19, 2026, 6:00pm
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

- 10/15/2026 HRC Regular Meeting Minutes*

IV. BUSINESS MATTERS

- Chair update
- OHR staff report

V. WORK SESSION

- City Department Representative Discussion
    i. Abi Matthew Wade, Economic Mobility Officer
    ii. Leon Henry, Director, Department of Social Services
    iii. Michael Goodard, Interim Director, Neighborhood Development Services
    iv. Misty Graves, Director, Department of Human Services
- Community Issue Discussion
    i. Veo Scooter Parking
    ii. Mental Health Navigation
    iii. LEAD Program
- City Policy Recommendation Discussion
- Work Plan check in
- New business
- Decision regarding next Work Session on 12/03/2026*

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
October 15, 2026
Parks and Recreation Conference Room 130
501 E Main Street, Charlottesville, VA 22902
6:00 pm

Pending Commission Approval

1. **WELCOME**
    a. CALL TO ORDER
        i. Chair, Heather Roberson Gaston, called the meeting to order at 6:16 pm.
    b. ROLL CALL
        i. Present
            1. Heather Roberson Gaston
            2. Elizabeth Stark
            3. Callum McCain von Schill
            4. Emily Currier
            5. Suzanne Lynn
        ii. Absent
            1. Mariane Asad Doyle (tried joining virtually, but was not able to connect)
            2. Jessica Cocciolone
            3. Dawn Lawson
    c. MISSION (recited by all): *Act as a strong advocate to justice and equal opportunity by providing citywide leadership and guidance in the area of civil rights.*

2. **MATTERS BY THE PUBLIC**
    a. PUBLIC COMMENT
        i. Kevin Cox
            1. The speaker sent the Commission an email with photos, videos, and further information regarding parking of electronic scooters in the city, illustrating the ADA accessibility and compliance issues arising due to scooter usage and ADA compliance in Charlottesville.
            2. The speaker shared different cases in which people who use wheelchairs could not pass because electronic scooters were blocking the sidewalks. The speaker mentioned a need to update the City ADA Plan and to hold Veo, the scooter company, accountable.

3. The speaker shared that they have previously brought this issue to the attention of the City, but the response has been weak.
4. The speaker mentioned that other cities have addressed this issue through an outright ban or higher fines.
5. The speaker mentioned that the city does fine the scooter company, but the fine is not significant enough to stop misplaced parking from occurring. Speaker shared that in their research they found that 7 fines were issued out of 660 scooter-related violations.

ii. Julia Whiting
1. The speaker shared that her daughter, who uses a wheelchair, has faced the issue of scooters blocking sidewalks several times around the city.

b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
i. Commissioners asked questions about the City's previous response to this issue and what regulatory options the City could adopt.
ii. Commissioners indicated that the Commission will investigate this issue further for consideration on the slate of City policy recommendations.

3. MINUTES

a. Review of minutes from August 20, 2026
i. Motion: Heather Roberson Gaston moved to approve the August 20, 2026 regular meeting minutes.
1. Second: Suzanne Lynn seconded the motion.
2. Vote
a. In favor: 5
b. Opposed: 0
c. Abstained: 0
ii. Motion to approve minutes passed unanimously.

b. Review of minutes from August 27, 2026
i. Motion: Elizabeth Stark moved to approve the August 27, 2026 public hearing minutes.
1. Second: Callum McCain von Schill seconded the motion.
2. Vote
a. In favor: 2
b. Opposed: 0
c. Abstained: 0
ii. Motion to approve minutes passed. Only those Commissioners present at the public hearing were required to vote.

c. Review of minutes from September 17, 2026
i. Motion: Elizabeth Stark moved to approve the September 17,

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2026 regular meeting minutes.
    1. Second: Heather Roberson Gaston seconded the motion.
    2. Vote
        a. In favor: 3
        b. Opposed: 0
        c. Abstained: 2
ii. Motion to approve minutes passed.

4. BUSINESS MATTERS

a. CHAIR UPDATE
    i. Commissioner Vacancies and Outreach
        1. The Chair reported that there will be openings on the Human Rights Commission in the coming months and outreach to recruit candidates will be needed.
    ii. Stakeholder Outreach and City Policy Recommendations
        1. The Chair reported that outreach to community members and preparation of City policy recommendations have been the main focus of activities. The Chair mentioned that community stakeholder engagement remains a priority.
b. OHR STAFF REPORT
    i. Legislative Recommendations
        1. Staff reported that legislative recommendations for the 2027 legislative session are on the Council's agenda. Staff will monitor which legislative recommendations are pursued and prioritized by Council.
    ii. Policy & Impact Analyst Introduction
        1. Staff introduced the Policy & Impact Analyst, Haadiya Ahmed. The Policy & Impact Analyst will be supporting OHR and HRC's stakeholder engagement work as well as providing administrative support to the Commission.
    iii. Board and Commission Appointment Updates
        1. Staff reported that applications are coming in for the vacant Commissioner position and staff will review them.
    iv. Volunteer Support
        1. Staff introduced Hannah Mikolop a UVA student who is interested in volunteering with OHR and attended the meeting. The volunteer has experience with the walking bus program and may provide support in that area.
    v. Joint Meeting with City Council
        1. Staff mentioned coordinating a joint work session between the Commission and City Council. This is something that has not been done since 2018 and staff will look into availability ahead of budget meetings, possibly finding a

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date in December.

vi. Virtual Public Participation
    1. Staff mentioned consideration of virtual public participation again. Commissioners noted that previous concerns with virtual public participation will need to be addressed for future consideration.

vii. Staffing Updates
    1. Staff reported that the Human Rights Investigator has stepped down and the position is now vacant. Hiring for the position will be underway in the coming weeks.

5. WORK SESSION

a. Community Stakeholder Engagement
    i. Partner For Mental Health (PMH) – Sue Hess (Navigator Supervisor and HART Community Navigator) and Kate Acuff (Executive Director)
        1. PMH members emphasized the importance of a housing-first approach for re-entry and follow up that consists of mental health support.
            a. They suggest a city-wide mental health peer support initiative that is not tied to a specific population or program.
        2. The speakers shared issues faced by the formerly incarcerated/re-entering population who have serious mental health illnesses or substance use disorders and emphasized the need for holistic navigation upon re-entry.
            a. The most prominent issues for them are housing, lack of transportation upon release, and long-term mental health support.
            b. PMH provides a range of support (going to probation visits, doctor's appointments, transportation, filling out forms, etc.). Speaker said that more of this holistic support is needed because individuals get out but with nowhere to go.
        3. The speakers mentioned that shelters, like Salvation Army, are not flexible with move-in times. Individuals coming from jail facilities are released at unpredictable hours, so limitations on entry time create housing insecurity.
            a. Commission discussed flexible arrangements like reserving beds in advance for released individuals.
        4. A Commissioner asked how clients enter the PMH system.
            a. The speaker answered that there are multiple ways: through the facility, through referrals, or clients reaching out directly. Commissioner asked about recidivism data in

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regard to repeat-offending people. The speaker stated that there is a jail survey that can be shared.

5. Commissioners asked what PMH needs.
    a. The speaker stated that they want less red tape. They currently apply through the Vibrant Community Fund and the number of hurdles they have to go through is going up and the amount of money is going down.
    b. Commissioners discussed that acquiring “fundamental funding status” through City Council could be an option.
6. The speakers also mentioned helping Charlottesville become a dementia-friendly city as the aging population is growing.
7. The speakers mentioned that infrastructure is needed to respond effectively to mental health challenges and to reduce stigma. The speaker noted that the City has hired peer support staff, but peer certification requirements may create barriers to entry
8. The Commission asked for further data on recidivism, including a jail survey, if PMH can share that.

ii. Legal Aid Justice Center – Harold Folley (slide deck attached)

1. The speaker presented about the new LEAD Program (Law Enforcement Assisted Diversion) at LAJC, which provides an alternative to incarceration by connecting individuals experiencing homelessness or substance use with case management and services.
2. There are many collateral consequences to serving time (loss of civil rights, deportation, loss of parental rights). The goal of LEAD is to divert individuals from entering the jail system. When someone comes into contact with law enforcement, they can be referred to LEAD who will provide support navigating pathways to housing, substance use and care, and any other services to overcome barriers.
3. The program is working with individuals from the People’s Coalition, the Chief of Police, Home to Hope, Region Ten, and the Legal Aid Justice Center. They are running a PILOT program in the downtown area.
4. The speaker mentioned that preventative solutions like the LEAD program have been used in cities such as Atlanta and Augusta County.
5. The speaker asked the Commission to continue to support the development of LEAD. Speaker mentioned that the most pertinent issue for them is space.
    a. Commissioners discussed that this program could potentially be housed within a City department.

Pending Commission Approval

        b. Commissioners also mentioned Holiday Drive as a location, as they will host a variety of organizations there.
            i. Speaker responded that LEAD did consider this, but they want to be close to downtown.
    6. Speaker asked the Commission to explore funding opportunities and a potential City match.
        a. Speaker mentioned that the estimated program costs are approximately $400,000, covering three staff positions, systems, training, space, and partnerships with other organizations.
b. Work Plan check-in
    i. No work plan update was recorded.
c. New business
    i. Commissioner mentioned the need to clearly communicate the timing and cutoff for stakeholder presentations and public comment. Commissioner recommended developing guidelines for stakeholder engagement, including pre-designed questions and clarity around what is being requested.
    ii. Commissioners created the Nominating Committee to select nominees for Chair and Vice Chair, with elections set for January. Suzanne Lynn, Emily Currier, and Callum von Schill volunteered to be members of the Nominating Committee. The function of the nominating committee is discussed, and it was clarified that committee members may be nominated for leadership roles.
    iii. Commissioners discussed recruitment needs, given turnover and leadership transitions. Commissioners may be recruited via email, newsletters, and outreach to stakeholders previously engaged.
d. Decision regarding next Work Session on November 5, 2026
    i. The Commission decided not to hold the November 5, 2026, Work Session and will proceed to the next regular meeting unless a need arises.
e. Decision regarding December regular meeting
    i. The Commission discussed whether to move the regular meeting to an earlier date. Commission decided to keep the original meeting date, on December 17, 2026.

6. MATTERS BY THE PUBLIC

a. PUBLIC COMMENT
    i. No public comment was received at the end of the meeting.
b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
    i. No Commission response was required.

7. **COMMISSIONER UPDATES**

Pending Commission Approval

a. No commissioner specific updates were recorded.

8. NEXT STEPS

a. Action items
    i. Heather Roberson Gaston
        1. Follow up with community stakeholders for further information or a follow up meeting.
        2. Draft City-level policy recommendations for Commission review and discussion during the December meeting.
    ii. Todd Niemeier
        1. Send Kattalin's report to the Commission and if possible, to Council.
        2. Confirm City staff participation at the next regular meeting.
        3. Coordinate and schedule joint work session between City Council and the Commission.
    iii. Suzanne Lynn, Callum McCain von Schill, and Emily Currier
        1. Coordinate next steps for the nominating committee's nominations.
    iv. All commissioners:
        1. Conduct outreach to recruit individuals for vacant Commissioner position.

9. ADJOURN

a. Meeting adjourned at 8:13 pm.

Pending Commission Approval

Building a Community-Based LEAD Program in Charlottesville

Commission Meeting • October 15, 2026 • CitySpace

Harold Folley Jr. | Legal Aid Justice Center | People's Coalition

15-minute presentation

Introduction

Who we are

Harold Folley Jr.
Legal Aid Justice Center (LAJC)
People's Coalition (PC)

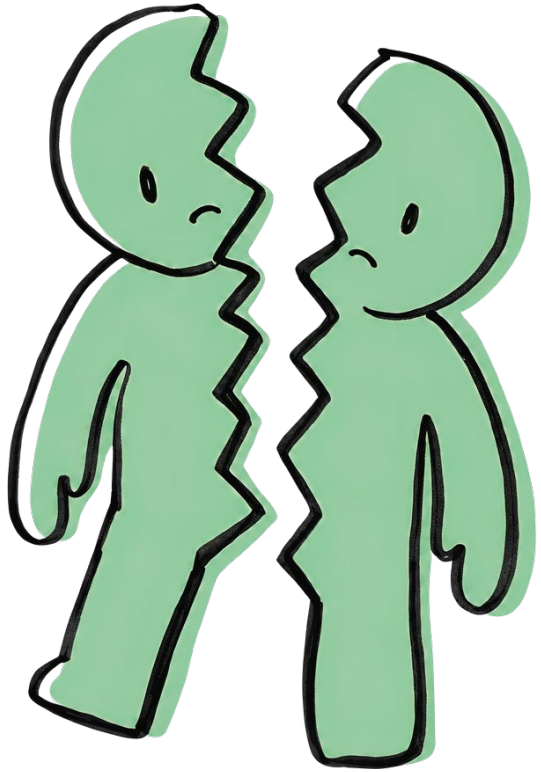
Why we're here

We are working to bring LEAD to Charlottesville so more people can be connected to help and support instead of entering the criminal legal system.

Community-centered solutions start with listening.

Collateral Consequences

Collateral consequences are ongoing harms to a person caused by contact with the criminal legal system. Even small contacts, like an arrest without prosecution, can result in collateral consequences.



Here are some examples:

- problems finding employment or housing
- loss of driving privileges
- loss of occupational licensures
- ineligibility for social services or public benefits
- loss of civil rights
- loss of parental rights
- deportation

What Is LEAD?

Law Enforcement Assisted Diversion

Contact

A person has an interaction with law enforcement.

Connection

LEAD offers a pathway to case management and services.

Support

People receive ongoing, individualized support.

Example: Someone facing homelessness and substance use challenges can be connected to services instead of relying only on arrest or jail.

Why Charlottesville Needs LEAD

Housing

People need pathways to stable housing and support.

Health & wellness

Mental health and substance use needs require care and connection.

Access to services

People need help navigating services and overcoming barriers.

Community voice and trust must shape how LEAD is developed.

Where We Are Now

Community engagement

Town halls and surveys inform planning. PC members meet October 21 to discuss LEAD.

Partnerships

Meeting planned October 13 with Joshua V. Barr, Chief Prosperity Officer, on City support.

Service providers

Focus group by November 13: provider capacity, gaps, and how LEAD could fit existing services.

Resources

Explore philanthropic funding, a City match, and office space before the December meeting with Sam.

What We’re Asking From the City

Support LEAD

Support continued development of a community-based LEAD program.

Build partnerships

Strengthen collaboration among the City, service providers, and community members.

Explore resources

Explore a financial match and in-kind support, including office space.

Closing & Questions

Please consider including LEAD in the Commission's policy recommendations to City Council.

Our goal: better connections to services, stronger community partnerships, and meaningful community input.

Thank you • Questions?

Attachment IV

City of Charlottesville Office of Human Rights
Monthly Report: November 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.

Date	Roles (Sec. 433)	Primary Action	Summary & Analysis
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.
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 Recommend ation	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.
9/17/2026	Sec. 2-433. (c) City Policies and Practices	Research	OHR Intern Kattalin Bennett presented her research on the impacts on the development of off-grounds, luxury student housing on the neighborhoods adjacent to the University of Virginia.

Date	Roles (Sec. 433)	Primary Action	Summary & Analysis
9/17/2026	Sec. 2-433. (c) City Policies and Practices	Research	OHR Intern Shounak Reza presented his research on the landscape of mental health services in Charlottesville and the challenges of availability and access.
10/15/2026	Sec. 2-433. (b) Community Outreach & Engagement	Community Outreach	Representatives from Partner for Mental Health and Legal Aid Justice Center presented information regarding the populations they serve including potential areas that could be impacted by City policy.

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. The current focus is on engaging in a limited number of strategic outreach activities.

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	3	0	0	0	7
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	9	7	4	2	0	73
Total outreach activities	11	7	6	9	9	5	9	10	10	4	2	0	82
Total attendees at service provision events	42	0	0	5	0	0	0	24	177	0	0	0	248
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	177	0	0	0	288

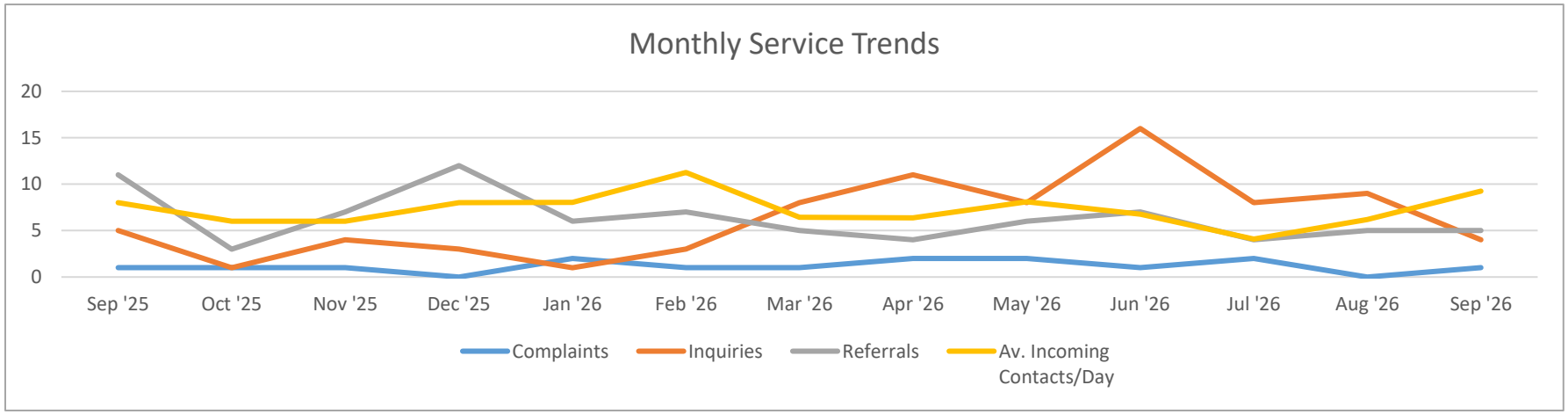
Service Provision

Intake Trends

The table below presents a snapshot of intake data trends over the last 12 months. Data for October is still being compiled.

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	Sep '26
Complaints	1	1	1	0	2	1	1	2	2	1	2	0	1
Inquiries	5	1	4	3	1	3	8	11	8	16	8	9	4
Referrals	11	3	7	12	6	7	5	4	6	7	4	5	5
Av. Incoming Contacts/Day	8	6	6	8	8	11	6	6	8	7	4	6	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. With the recent departure of our Investigator, the Office will be temporarily pausing the opening of new complaints while the Intake Specialist and Director focus on advancing current cases toward closure and the hiring process begins to refill the Investigator position. Some cases that were under review for determination have been revisited for further investigation.

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	Investigation in progress.
2024-11	Employment	Sex, Marital Status	Investigation 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	Investigation in progress.
2025-7	Public Accommodation	Disability, Race	Investigation 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.

Case #	Protected Activity	Protected Class(es)	Status
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	Investigation 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	Alternative dispute resolution in progress.

Multi-year Complaint Case Overview

The table below provides a summary of case status over the past 8 years.

Measure	2019	2020	2021	2022	2023	2024	2025	2026	Totals
Currently open cases	0	0	1	0	0	4	10	14	29
Open cases awaiting response	0	0	0	0	0	0	0	2	2
Open cases in ADR	0	0	0	0	0	0	1	5	6
Open cases under investigation	0	0	1	0	0	4	3	7	15
Open cases pending determination	0	0	0	0	0	0	5	0	5
Open cases in HRC public hearing	0	0	0	0	0	0	1	0	1
Total Opened	***5***	***2***	***12***	***9***	***7***	***13***	***16***	***15***	***79***
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	Submitted October 13, 2026.
CY2026 HRC & OHR Annual Report	Projected completion February 2027.

Attachment V

Human Rights Commission
Annual Work Plan: Focus and Goals
March 2026 – February 2027
Date of last revision: 11/18/2026

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 holds an additional stakeholder meeting to inform City policy recommendations on September 17 and November 19, 2026.	• Sec. 2-433. (b) Outreach and engagement • Sec. 2-433. (c) Systemic issues, policies, and practices	☒
Commission reviews information learned regarding City policies and begins drafting recommendations for City Council by November 19, 2026.	• Sec. 2-433. (b) Outreach and engagement • Sec. 2-433. (c) Systemic issues, policies, and practices	☐
Commission finalizes and adopts City policy recommendations for City Council on December 12, 2026.	• 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) – not scheduled ☒ 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 – Community Partners ☒ Actions Between Meetings ☒ Nominating Committee begins nomination process ☒ Chair begins draft of City policy recommendations to Council
November	☒ Work Session (11/5: City Space) – not scheduled ☒ HRC Leadership Meeting (11/10 at 4:30pm) ☐ Regular Meeting (11/19: City Space) ☐ Meet with City staff (NDS, EMO, DHS, DSS) ☐ 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?) ☐ Adopt City policy recommendations ☐ 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