



MEMORANDUM

City Manager's Office

DATE: September 5, 2019

TO: Human Relations Commission

FROM: Christina Gilmore, Assistant to the City Manager

SUBJECT: Draft Tentative Agenda Calendar for Fiscal Year 2019-20

BACKGROUND

The purpose of this memorandum is to provide the Human Relations Commission with a draft tentative calendar of agenda items for Fiscal Year 2019-20.

DISCUSSION

At its June 6, 2019 Commission meeting, the Human Relations Commission (HRC) finalized their recommended work plan for Fiscal Year 2019-20. Advisory body work plans are agendized for City Council review and approval on September 10, 2019. The recommended work plan includes several routine, ongoing work items in addition to seven new work items pending City Council approval.

To assist with Commission agenda and meeting management, staff is providing a draft tentative calendar of agenda items for Fiscal Year 2019-20. The draft tentative agenda calendar (Attachment 1) includes staff's recommendations for scheduling ongoing work items, staff updates on Major City Council goals, departmental informational updates, and updates from subcommittees on Fiscal Year 2019-20 work items. Dates are tentative and may change to accommodate City Council priorities, staff schedules, and work item timelines.

CG/1/MGR
608-09-05-19M

Attachment: 1. Draft Tentative Agenda Calendar for Fiscal Year 2019-20

DRAFT**HRC TENTATIVE AGENDA CALENDAR FY 2019-20**

Meeting Date	Agenda Category	Agenda Item	Agenda Description	Presenter	Status
5-Sep-19	New Business	Update on initiatives to assist the Homeless and Unstably Housed in Mountain View	The Commission will receive an informational update on strategies to assist the Homeless and Unstably Housed residents in Mountain View. Action may be taken on this item.	Staff	
	New Business	Census 2020 Update	The Commission will receive an informational update on the City's efforts to support a complete count for Census 2020. No action will be taken on this item.	Staff	
	New Business	Subcommittee Appointments	The Commission will make appointments to subcommittees. Action may be taken on this item.	Staff	
	New Business	CRT Subcommittee Update	The Subcommittee will present an oral update. Action may be taken on this item.	Staff	
3-Oct-19	Unfinished Business	FY 2019-20 Work Plan Review	The Commission will review the adopted FY 2019-20 Work Plan.	Staff	
	Unfinished Business	CRT Subcommittee Update	The Subcommittee will present an oral update. Action may be taken on this item.	CRT Subcommittee	
	Unfinished Business	Immigrant Resources Needs and Assets Assessment Subcommittee Update	The Subcommittee will present an oral update. Action may be taken on this item.	Immigrant Resources Subcommittee	
	New Business	ADA Compliance Update	The Commission will receive an informational update on the City-wide ADA Compliance program. Action may be taken on this item.	Staff	
7-Nov-19	Unfinished Business	Human Rights Analysis Pilot Project Update	The Commission will receive an information update on the Human Rights Analysis Pilot Project. No action will be taken on this item.	Staff	
	Unfinished Business	Immigrant Resources Needs and Assets Assessment Subcommittee Update	The Subcommittee will present an oral update. Action may be taken on this item.	Immigrant Resources Subcommittee	
	Unfinished Business	CRT Subcommittee Update	The Subcommittee will present an oral update. Action may be taken on this item.	CRT Subcommittee	

DRAFT**HRC TENTATIVE AGENDA CALENDAR FY 2019-20**

Meeting Date	Agenda Category	Agenda Item	Agenda Description	Presenter	Status
5-Dec-19	New Business	Election of Commission Chair	The HRC Chair is responsible for working with staff to set the agenda and meeting management for 2019.	Staff	
	New Business	Election of Commission Vice-Chair	The HRC Vice Chair is responsible for supporting the Chair and serving in the Chair role in the event of an absence. The Chair-elect will accept nominations for the role of Vice Chair for 2019.	Staff	
2-Jan-20	TBD - MEETING CANCELATION DUE TO NEW YEAR'S HOLIDAY				
6-Feb-20	Unfinished Business	CRT Subcommittee Update	The Subcommittee will present an oral update. Action may be taken on this item.	CRT Subcommittee	
	Unfinished Business	Midyear Work Plan Review	Review the work plan for FY 2019-20, meeting tentative agenda calendar, and discuss HRC activities for the rest of the fiscal year. Action may be taken on this item.	Staff	
	New Business	CDBG Capital Project Funding for FY 2020-21	The Commission will receive an informational update about the Community Development Block Grant (CDBG) Capital Project Request for the Fiscal Year (FY 20-21) funding cycle and public hearing schedule. No action will be taken on this item.	Staff	
5-Mar-20	New Business	Funding recommendations for FY 2020-21 for CDBG and HOME Capital Funding Requests	The HRC will hold a public hearing to hear presentations from agencies seeking FY 2018-19 CDBG Capital Project Request funding and make funding recommendations for City Council consideration. Action may be taken on this item.	Staff	

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HRC TENTATIVE AGENDA CALENDAR FY 2019-20

Meeting Date	Agenda Category	Agenda Item	Agenda Description	Presenter	Status
2-Apr-20	TBD - MEETING CANCELATION DUE TO SPRING CIVILITY ROUNDTABLE				
7-May-20	New Business	Police Department Update	The Commission will receive an update from the Police Department to review/discuss the Department's programs and services. No action will be taken on this item.	Police	
	New Business	Development of the HRC Work Plan for FY 2020-21	Staff will provide a work plan update for the Commission's discussion and consideration of projects and tasks for the next fiscal year. The HRC will discuss existing work plan items and additions for the next fiscal year. Action may be taken on this item.	Staff	
4-Jun-20	New Business	Multilingual Community Outreach (MCOP) Update	The Commission will receive an update from the Multilingual Community Outreach Coordinator to discuss the programs and services. No action will be taken on this item.	MCOP Coordinator	
	New Business	Civility Roundtable (CRT) Topic Discussion	The Commission will discuss topics and potential dates for FY 2019-20 CRT events. Action may be taken on this item.	Staff	
	Unfinished Business	FY 2019-20 Work Plan Final Discussion	Staff will provide a summary of the proposed items for the Commission's discussion and consideration of projects and tasks for the next fiscal year. The HRC will discuss and finalize items for the next fiscal year to be submitted for approval to the City Council. Action may be taken on this item.	Staff	

Items to be scheduled:

Civility Roundtable

Wage Theft

Establishment of a North County LGBTQ+ Resource Center

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HRC TENTATIVE AGENDA CALENDAR FY 2019-20

Meeting Date	Agenda Category	Agenda Item	Agenda Description	Presenter	Status
	Human Trafficking				
	Civility Roundtable	Debrief			