

DATE: May 5, 2022

TO: Human Relations Commission

FROM: Christina Gilmore, Assistant to the City Manager
Audrey Seymour Ramberg, Assistant City Manager/Chief Operating Officer

SUBJECT: **Fiscal Year 2022-23 Work Plan Discussion**

PURPOSE

Review the work plan status for Fiscal Year 2021-22, identify ongoing work plan items that can carry over to the next fiscal year, and discuss potential new items for the Fiscal Year 2022-23 Work Plan.

BACKGROUND

City Council Policy A-23, Work Item Referral Process for Council Advisory Bodies and Councilmember Committees, requires all Council advisory bodies to annually prepare work plans for City Council review and approval (Attachment 1).

The Human Relations Commission (HRC)-recommended advisory body work plan is typically developed through a two-step process in May and June for the next fiscal year beginning July 1. City Council review and approval of Council advisory body work plans for Fiscal Year 2022-23 will occur in September 2022.

DISCUSSION

Fiscal Year 2021-22 Work Plan Review

The Fiscal Year 2021-22 Work Plan includes 10 routine work items that the HRC implements annually and four additional work plan items. Three of these items relate to events using a Civility Roundtable (CRT) or similar format. When the City Council approved advisory body work plans for Fiscal Year 2021-22, they provided direction that two of the HRC-planned events should be conducted in Fiscal Year 2021-22 and a third should carry forward to Fiscal Year 2022-23. The HRC selected the Homeless storytelling work item to carry forward to the next fiscal year.

The ongoing work items are listed as A through J in the current work plan and have been completed or have an ongoing status. The four new items are listed as 1 through 4 in the Fiscal Year 2021-22 Work Items in the work plan (Attachment 2).

In Fiscal Year 2021-22, the HRC has completed the following work plan items:

- The ***Bystander Training*** subcommittee promoted a Bystander Intervention Training held by the Mountain View Library on November 17, 2021 as part of United Against Hate Week, observed November 14 through November 20, 2021.
- The HRC participated in planning the ***Multicultural Festival*** held on March 23, 2022, which was well-attended and well-received.
- The HRC held a public hearing to review and make funding recommendations for the ***Fiscal Year 2022-23 Annual Action Plan*** in April 2022.

In Fiscal Year 2021-22, the HRC has worked toward implementing the following work plan items:

- The ***Racial Reconciliation*** CRT Subcommittee plans to hold a community dialogue event facilitated by Candidly Speaking on June 23.
- The ***Color of Law*** CRT Subcommittee developed a community survey to gather information about the history of housing in Mountain View and plans to hold a community dialogue event on race and housing in Mountain View on July 26.

Potential Work Plan Items

As noted in the Background section of this memorandum, the focus of this item is for the HRC to identify ongoing work plan items that can be carried over to the next fiscal year and discuss a limited number of potential new items for the Fiscal Year 2022-23 Work Plan. The prioritization of work plan items following staff analysis of work needed and capacity to execute projects will occur at the June 2, 2022 HRC meeting.

Due to capacity constraints throughout the organization and Council's desire to limit the number of work plan items on advisory work plans, advisory bodies are asked to limit their proposed Fiscal Year 2022-23 Work Plan items.

It is important to note that the City Council or the Race, Equity, and Inclusion Ad Hoc Subcommittee may refer work plan items or assignments to the HRC during Fiscal Year 2022-23. The Subcommittee is meeting in June 2022, and staff plans to raise the potential for additional bystander training. This and other community activities may be of interest to the Subcommittee and could result in referrals to the HRC.

Staff recommends that the HRC carry forward the Homeless storytelling project and the promotion of Bystander Intervention Training from the Fiscal Year 2021-22 Work Plan.

Based on the carried forward items and capacity constraints, new work plan items should be limited to one or two. In proposing new work plan items, staff recommends that the HRC consider both the types of roles and activities for which the HRC has experience with successful planning and implementing and the types of issue areas that are relevant and of interest to the HRC.

Staff suggests these HRC roles and best practices related to the following categories:

- Community engagement (e.g., listening forums, training, CRTs);
- Information-sharing to help the community understand an issue, raise awareness, or conduct storytelling (e.g., Community-Police subcommittee, Safe Parking subcommittee); and
- Needs and assets assessment (e.g., LGBTQ, immigrant needs, and assets).

As for the issues that might be pursued through one of these activities above, the HRC may wish to consider or identify issue areas that are especially timely, consistent with the HRC's mission, consistent with existing City policy, and that would provide an opportunity to add value above and beyond the work of other groups or organizations.

RECOMMENDATION

Staff recommends that each Commissioner put forward a total of up to two new work plan items within any of the three categories.

A recommended process for Commissioners to share their top two new work plan items is as follows:

1. During the meeting, each Commissioner will share their top two work plan items, noting both the issue and the category for the type of activity. Staff will document each Commissioner's top two items.
2. Staff will assist with consolidating or combining similar work plan items as necessary.
3. The HRC, as a body of the whole (consensus or majority), will affirm the final list of potential work plan items to be considered for prioritization at the next HRC meeting.

NEXT STEPS

As noted above, the prioritization of work plan items following staff analysis of work needed and capacity to execute projects will occur at the HRC's June 2, 2022 meeting.

~~CG-ASR/6/MGR~~

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- Attachments:
1. City Council Policy A-23
 2. Fiscal Year 2021-22 Work Plan