

DATE: June 2, 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 Human Relations Commission Work Plan Final Discussion

RECOMMENDATION

Discuss and prioritize potential items and recommend the Human Relations Commission Fiscal Year 2022-23 Work Plan for Council approval.

BACKGROUND

At its May 5, 2022 meeting, the Human Relations Commission (HRC) reviewed the work plan status for Fiscal Year 2021-22 and engaged in a discussion about proposed new work items for the Fiscal Year 2022-23 Work Plan.

During the discussion, HRC members put forward up to two work plan item ideas that were then grouped into the following five categories: Race and Cultural Awareness, Mental Health, Voter Expansion, Caregiver Support, and Gender Issues, with the prioritization of work plan items to take place at the HRC's June meeting following staff analysis.

DISCUSSION

HRC members identified the following eight potential work plan items listed below as worded by the HRC members who suggested them to consider adding to the Fiscal Year 2022-23 Work Plan:

Race and Cultural Awareness

- Continuation of Racial Reconciliation community engagement
- Diversity Week, like Teen Week, but focusing on bringing people together in community around diversity

Mental Health

- CRT or similar event on navigating grief
- Mental Health Awareness Advocacy

Voter Expansion

- Needs and assets assessment that address the possibility of extending the right to vote in “local” elections to noncitizens who reside in Mountain View

Caregiver Support

- Caregivers Needs and Assets Assessment

Gender Issues

- Gender Needs and Assets Assessment, focused on community listening
- REI—Contributions of Women to the history of Mountain View

The HRC identified two work plan items to consider carrying forward from the Fiscal Year 2021-22 Work Plan to the Fiscal Year 2022-23 Work Plan. They are:

- Homelessness Storytelling
- Bystander Intervention Training

ANALYSIS

Following the May 5 HRC meeting, staff reviewed the proposed work plan items to determine if the items: fit within the purview of the HRC’s mission and areas of demonstrated experience; support City Council goals and strategic priorities; are consistent with existing City policy; and avoid duplication with existing City work plans and initiatives.

The assessment resulted in three categories of work plan items: Recommended for Work Plan Consideration, Needs More Information, and Not Recommended by Staff. As shown in the tables below, each item in the three categories includes staff comments and recommendations for HRC consideration.

During HRC discussion and prioritization of the items, staff recommends the Commission evaluate the HRC's capacity to accomplish each item in Fiscal Year 2022-23 in addition to the 10 routine, ongoing work items that the HRC implements annually.

As mentioned in the May 5, 2022 memorandum and discussed during the meeting, due to capacity constraints throughout the organization and the Council's desire to limit the number of work plan items on advisory work plans, advisory bodies are being asked to limit their proposed Fiscal Year 2022-23 Work Plan items.

Staff notes that several of the proposed work plan items require significant resources from the City Manager's Office and from HRC members. Some of the work plan items may require extensive research or coordination with other City departments, government agencies, nonprofits, or community-based organizations to achieve the desired outcomes. Based on these variables and the potential for the City Council or the Race, Equity, and Inclusion Ad Hoc Subcommittee to refer additional work items or assignments to the HRC, staff recommends that the HRC consider undertaking no more than two or three projects during Fiscal Year 2022-23, including the two projects that staff recommends be carried forward from the current HRC Work Plan.

Staff recommends that the HRC consider the following additional factors when evaluating work plan items for prioritization:

1. Discuss and further define the scope and general approach of the item;
2. Discuss the capacity needed to undertake the item; and
3. Discuss the potential timing for the implementation of the work plan item.

Work Plan Items Recommended by Staff for HRC Consideration

The work plan items staff recommends the HRC consider for the Fiscal Year 2022-23 HRC work plan are listed below in Table 1.

Table 1: Summary of Recommended Work Plan Items for HRC Prioritization

| Item | Topic Area | Type of Activity | Staff Comments | Estimated Workload/ Time Commitment |
|---|-----------------------------|--|--|--|
| 1. Continuation of Racial Reconciliation/ Community Engagement | Race and Cultural Awareness | Community Engagement (e.g., Listening Forums, trainings, Civility Round Table) | Staff recommends that this item be considered for a Civility Roundtable, Listening forum, or other HRC-sponsored public discussion as a continuation of the June Candidly Speaking event. | Medium |
| 2. CRT or similar event on navigating grief | Mental Health | Community Engagement (e.g., Listening Forums, trainings, Civility Round Table) | Staff recommends that this item be considered for a Civility Roundtable, Listening forum, or other HRC-sponsored public discussion. | Medium |
| 3. Diversity Week, like Teen Week, but focusing on bringing people together in community around diversity | Race and Cultural Awareness | Community Engagement (e.g., Listening Forums, trainings, Civility Round Table) | Staff recommends that the HRC consider this item utilizing the existing model of Teen Week with a narrower scope of work to ensure that the number and type of events fit the capacity of the HRC and staff to plan and implement the work item. | High |

| Item | Topic Area | Type of Activity | Staff Comments | Estimated Workload/ Time Commitment |
|---|-----------------------------|---|--|-------------------------------------|
| 4. REI—Contributions of Women to the history of Mountain View | Gender Issues | Community Engagement (e.g., Listening Forums, trainings, Civility Round Table) | Staff recommends that the HRC consider identifying other organizations who may be doing similar work or have an existing format to form a collaboration or partnership for this work item. | High |
| 5. Homeless storytelling work | Housing and Homelessness | Information-sharing to help the community understand an issue, raise awareness, or conduct storytelling | Staff recommends that this item be carried forward from Fiscal Year 2021-22 as a storytelling project that would assist with community engagement and outreach related to the City's implementation of a Homelessness Response Strategy as part of the Council's Strategic Priorities. | High |
| 6. Bystander Intervention Training | Race, Equity, and Inclusion | Information-sharing to help the community understand an issue, raise awareness, or conduct storytelling | Staff recommends that this item be carried forward from Fiscal Year 2021-22 as a community training educating the community on how to be an ally as an area of interest of the Council REI Subcommittee | Medium |

Work Plan Items that Need More Information

Staff is requesting that the HRC provide more information regarding the proposed work plan items listed in Table 2 to better understand and determine the feasibility of these potential work

items. Staff recommends the HRC review the items and discuss the purpose, scope, and intended audience to evaluate whether these work items should be added to the recommended list in Table 1 for HRC prioritization.

Table 2: Summary of Work Plan Items that Need More Information

| Item | Topic Area | Staff Comments | Estimated Workload/Time Commitment |
|--|---------------|---|------------------------------------|
| 1. Gender needs and assets, focused on community listening | Gender Issues | The HRC is asked to provide more information on the purpose, intended audience, and scope of this proposed project. Questions might include: (1) provide clarity about the issues to be explored at the event; (2) consider the cost/benefit of a needs and assets assessment or a community survey considering the HRC's limited capacity to implement similar types of work items within a fiscal year. | High |
| 2. Mental Health Awareness Advocacy | Mental Health | The HRC is asked to provide more information on the intent, purpose, intended audience, and scope of this proposed project. | High |

| Item | Topic Area | Staff Comments | Estimated Workload/Time Commitment |
|---|-------------------|---|------------------------------------|
| 3. Caregivers Needs and Assets Assessment | Caregiver Support | The HRC is asked to provide more information on the intent, purpose, intended audience, and scope of this proposed project. Additionally, the HRC is asked to discuss whether there will be sufficient expertise on the Commission to conduct a Needs and Assets Assessment in Fiscal Year 2022-23. | High |

Work Plan Items Not Recommended by Staff

Staff does not recommend that the proposed work plan item below in Table 3 be considered for the Fiscal Year 2022-23 Work Plan. This item pertains to a policy issue that has not been discussed by the City Council for consideration.

Table 3: Summary of Not Recommended Work Plan Items

| Item | Topic Area | Staff Comments |
|--|-----------------|---|
| 1. Needs and assets assessment that address the possibility of extending the right to vote in “local” elections to noncitizens who reside in Mountain View | Voter Expansion | Staff does not recommend that the suggested work item be considered for the Fiscal Year 2022-23 Work Plan. In evaluating the work item, staff determined that the work item pertains to a policy issue that the City Council would need to discuss and prioritize as a strategic goal and/or priority. Additionally, the work item could pose legal implications that would require extensive research, analysis, coordination, and resources from multiple City departments to support the work item. |

Process for Selection

As stated above, staff recommends that the HRC undertake no more than two to three work plan items during Fiscal Year 2022-23. Using the factors listed earlier in this memorandum, the HRC can review the project list for any projects to refine the scope of, remove, or consolidate potential projects.

- If the HRC chooses to focus on the six work plan items recommended by staff for consideration and does not add any additional work plan items to the list, each HRC member will receive three votes to help select priority projects.
- If the HRC chooses to include additional work plan items for prioritization, staff will advise on the number of votes each HRC member will receive.
- Based on voting, the top two to three work plan items with the most support, and at least majority support, will be included in the proposed Fiscal Year 2022-23 HRC Work Plan.

NEXT STEPS

The work plan items for the next fiscal year will be submitted to the City Council for approval in September 2022.

CG-ASR/2/MGR

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