



MEMORANDUM

City Manager's Office

DATE: May 2, 2019
TO: Human Relations Commission
FROM: Christina Gilmore, Assistant to the City Manager
SUBJECT: Fiscal Year 2019-20 Work Plan Discussion

RECOMMENDATION

Review the work plan status for Fiscal Year 2018-19, identify ongoing work plan items that will carry over to the next fiscal year, and engage in a discussion with staff about potential new items for the Fiscal Year 2019-20 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 and ending June 30. City Council review and approval of Council Advisory Body work plans for Fiscal Year 2019-20 will take place in September.

DISCUSSION

The Fiscal Year 2018-19 work plan includes 13 routine, ongoing work items that the HRC implements annually, and six new work items. The ongoing work items are listed as A - M in the current work plan and have been completed, or have an ongoing status. The six new items are listed as 1-6 in the work plan (Attachment 2).

The HRC has had a full year with many significant accomplishments toward completion of the Fiscal Year 2018-19 work plan.

The LGBTQI Needs and Assets Subcommittee completed the needs and assets assessment in summer 2018 and presented its final report and recommendations to the HRC and the City Council in September 2018.

The Commission participated in and provided recommendations to the City Council regarding funding allocations for the Fiscal Year 2018-19 Community for All grants.

Finally, the Commission participated in the planning and successful implementation of two community events: the 2019 Multicultural Festival and Civility Roundtable focused on Civil Discourse training.

The Immigrant Resources Needs and Assets Assessment Subcommittee has been working diligently on implementing its work plan, most significantly facilitating approximately 12 focus group interviews with members of the Spanish, Chinese, and Russian speaking communities, in addition to conducting interviews with community-based organizations, nonprofits, and staff from multiple City of Mountain View departments. The Subcommittee is finalizing a community survey that will be implemented in summer 2019 that further assesses the needs of immigrant communities.

Due to the ongoing status of this work item, staff recommends that the Immigrant Resources Needs and Assets Assessment be carried forward to the Fiscal Year 2019-20 work plan.

In addition to the recommended carry forward work item identified above, staff recommends carrying forward a second Fiscal Year 2018-19 Work Item into Fiscal Year 2019-20. The work item is to receive an informational update on the Human Rights Analytical Framework pilot program. The Human Rights Analytical Framework pilot program remains ongoing and is anticipated to be completed in fall 2019.

Finally, staff recommends not carrying forward the work item to receive an informational update on the establishment of a Center for Human Rights in the City of Mountain View from Fiscal Year 2018-19 to Fiscal Year 2019-20. The community member who was leading the effort to establish this project has notified staff that this project will no longer move forward.

NEXT STEPS

Staff recommends that the HRC confirms the two recommended carry forward work items, and discuss any potential additional projects for the coming fiscal year. After

dialogue and discussion, the Commission can prioritize their top new work plan items to be reviewed and finalized by the Commission at the June 6, 2019 meeting.

- Attachments:
1. [City Council Policy A-23: Work Item Referral Process for Council Advisory Bodies and Councilmember Committees](#)
 2. FY 2018-19 Work Plan