

DATE: June 6, 2024

TO: Human Relations Commission

FROM: Laurel James, Principal Management Analyst

VIA: Audrey Seymour Ramberg, Assistant City Manager/Chief Operating Officer

SUBJECT: Fiscal Year 2024-25 Work Plan

RECOMMENDATION

Review the recommended Fiscal Year 2024-25 Human Relations Commission Work Plan and forward to the City Council for approval (Attachment 1).

BACKGROUND

City Council Policy A-23, Work Item Referral Process for Council Advisory Bodies and Councilmember Committees, requires all Council Advisory Bodies to develop and submit an annual work plan to the City Council for approval. At its May 2, 2024 meeting, the Human Relations Commission reviewed the status of Fiscal Year (FY) 2023-24 Work Plan projects and proposed and discussed potential items for inclusion in its FY 2024-25 Work Plan.

During the discussion, each HRC Commissioner had the opportunity to put forth up to two potential work plan projects. Commissioners were then able to ask clarifying questions about the projects. The HRC asked staff to prepare an analysis of the potential projects taking into consideration the capacity needed to successfully complete each project; the role of the HRC as defined by City Council Resolution No. 18198 establishing a Human Relations Commission; and Council's Strategic Priorities and to develop a recommended FY 2024-25 Work Plan.

DISCUSSION

The HRC identified the following six potential work plan items listed below:

- *LGBTQ+ Collaboration:* Explore LGBTQ+ collaboration with the Santa Clara County Human Relations Commission or Office of LGBTQ Affairs (OLGBTQA) as a follow-up to the HRC's LGBTQ Needs and Assets Study completed in 2019.

- *Revisit History of Housing Project:* Revisit the FY 2021-22 History of Housing project to incorporate current events and policy.
- *Civic Participation Listening Sessions:* Coordinate listening sessions to explore and understand barriers to civic participation. Rather than hosting an event, Commissioners would coordinate with diverse community groups to attend existing gatherings or organize individual meetings. Commissioners would develop a set of recommendations for public outreach and engagement to address barriers to civic participation based on these conversations.
- *Immigrant Experience Project:* Develop a project about the immigrant experience and acceptance.
- *Diversity Celebrations:* Participate in the organization of the annual Multicultural Festival or organize an international fair.
- *Human Library Event:* Host a Human Library-type event, possibly in partnership with The Human Library, in which participants can engage in one-on-one conversations with diverse individuals about their unique perspectives and life experiences.

As discussed during the May 4, 2024 meeting, due to capacity constraints throughout the organization and Council's interest in having a manageable number of work plan items, advisory bodies are being asked to limit their proposed FY 2024-25 Work Plan items. At the meeting, staff recommended undertaking no more than two or three projects in addition to the HRC's 10 ongoing projects and one carry-forward project for the FY 2024-25 Work Plan.

ANALYSIS

The staff analysis of the potential work plan projects is included in Attachment 2. The analysis resulted in three categories of work plan items: (1) Recommended for Consideration; (2) Recommended for Consideration with Conditions; and (3) Not Recommended by Staff. The list of projects in each category and a summary of the rationale for the recommendation is provided below.

Recommended (1 project)

- *LGBTQ+ Collaboration:* The OLGBTQA is seeking partners to host listening forums for the LGBTQ+ community in 2024. Staff recommends working with the OLGBTQA to coordinate, promote, and host this event.

Recommended with Amendments (3 projects)

- *Human Library*: This project aligns with the HRC's charge to serve as a forum for public discussion on issues relating to tolerance. Staff recommends this project in partnership with the Mountain View Public Library and the Human Library. Mountain View Public Library staff and personnel at the Human Library have extensive experience organizing these events and an existing working relationship. Working with these partners will reduce the staff and Commissioner capacity required to execute the event. Staff does not recommend pursuing this project without the partnership of the Mountain View Public Library and The Human Library. Identifying an alternative organization to work a specialized event format created by The Human Library or hosting the event without a partner would require additional staff capacity and necessitate the removal of another project currently recommended for the FY 2024-25 Work Plan.
- *Civic Participation Listening Sessions*: Staff recommends this project for inclusion in the work plan based on its alignment with the HRC's role as a liaison and facilitator between the City and the public and as a forum for public discussion regarding the involvement and inclusion of diverse populations in City programs. To effectively manage staff and Commissioner capacity, staff recommends that this project begin following the completion of at least one other FY 2024-25 Work Plan item and no earlier than January 2025. Accordingly, staff anticipates that this project would carry forward into the FY 2025-26 Work Plan.
- *Diversity Celebrations*: The Multicultural Festival will be an annual event as of 2024. Staff recommends including participation in the Multicultural Festival as an ongoing annual work item in the HRC work plan (item G).

Not Recommended by Staff (2 projects)

- *Immigrant Experience Project*: Staff does not recommend this project for the FY 2024-25 Work Plan due to the indeterminate structure, topic, and scope of the event. It is difficult to gauge the capacity required to successfully execute an undefined project. Additionally, undefined projects require committees to spend significant time on scoping. If a project on the immigrant experience in Mountain View is of interest to the Commission, staff recommends revisiting this topic during FY 2025-26 Work Plan discussions to identify a defined project scope.
- *Revisit History of Housing Project*: Staff does not recommend this item. The History of Housing Project required significant time-intensive contributions from Commissioners, City staff, volunteers, and academic partners to complete. Staff does not have the capacity to support a follow-up to this project in FY 2024-25.

With the timing and scope parameters included above, it would be possible to include in the FY 2024-25 Work Plan the projects that staff recommends or recommends with amendments. Commissioners may propose changes to the recommended work plan projects for consideration by the HRC during the June 6, 2024, meeting. If there are no proposed changes, the HRC may vote to submit the staff recommendation to the City Council.

NEXT STEPS

The work plan items for Fiscal Year 2024-25 approved by the HRC will be submitted to the City Council for approval in September 2024.

LJ/4/MGR

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- Attachments:
1. Recommended Fiscal Year 2024-25 Human Relations Commission Work Plan
 2. Potential FY 2024-25 HRC Work Plan Projects Analysis