



**HUMAN RELATIONS COMMISSION
SPECIAL MEETING 6:00 PM**



SEPTEMBER 24, 2025

COMMISSIONERS

Demetra Stall-Nash, Vice Chair
Nona Cohen-Bowman
Brandon Greene
Courtney Davis
Melvin Jones
Jerelle Medearis
Marissa Serafino

HYBRID MEETING
www.Cityofvallejo.net

**Council Chambers
555 Santa Clara Street
Vallejo, CA 94590**

<p>NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom</p>	<p>City Hall and the Council Chambers will be open to members of the public 30 minutes prior to the start of the meeting.</p>
<p>PUBLIC COMMENT: Members of the Public may provide public comments during the City Council Meeting in person or via ZOOM (https://ZoomRegular.Cityofvallejo.net), or via phone, by dialing (669) 900-6833.</p>	<p>For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment</p>
<p>VIEW THE MEETING: There are four different ways you can view this public meeting:</p> <ul style="list-style-type: none"> • In Person • Watch Vallejo local channel 28 • Stream from the City website: www.cityofvallejo.net/Streaming • Join the Zoom webinar: https://ZoomRegular.Cityofvallejo.net 	<p>Scan QR code for live captions and translation in Spanish and Tagalog.</p> 
<p>Hybrid Options are available for members of the public to participate. To participate remotely</p>	
<p><u>Option to Join by Computer</u> From your browser go to https://ZoomRegular.CityofVallejo.net to launch and join the zoom application. Meeting ID: 914 0075 0676# Meeting Password: 131313</p>	<p><u>Option to Join by Phone</u> Dial (669) 900-6833 Enter Meeting ID: 914 0075 0676# Meeting Password: 131313 Press *9 to digitally raise your hand from the phone. Press *6 to unmute/mute</p>
<p>Any supplemental writing related to an agenda item for an open session of a regular meeting that is distributed to all or a majority of all members of the Commission less than 72 hours before the meeting will be posted concurrently on the City’s website at www.cityofvallejo.net/agendas Written material distributed during the meeting, will be available at the meeting if prepared by the City or after the meeting if prepared by someone else. Such materials may be obtained from the Commission Secretary.</p>	
	<p>Vallejo City Council Chambers ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk’s office no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof</p>

AGENDA

- 1 CALL TO ORDER
- 2 PLEDGE OF ALLEGIANCE
- 3 ROLL CALL
- 4 REPORT OF THE CHAIRPERSON AND MEMBERS OF THE COMMITTEE/BOARD

A REPORT FROM THE SECRETARY

B REPORT FROM COUNCIL MEMBER MATULAC LIAISON TO THE COMMISSION

C COMMISSIONER REPORTS

5 COMMUNITY FORUM

Anyone wishing to address the Commission on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of the Commission to resolve, is requested to submit a completed speaker card to the Staff Secretary. When called upon, each speaker should step to the podium, state his /her name, and address for the record. Each speaker is limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300.

6 SELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON

7 CONSENT CALENDAR AND APPROVAL OF AGENDA

A APPROVAL OF MINUTES

Recommendation: By motion approval of the minutes of July 23, 2025, REGULAR Meeting.

Contact: Vanessa Garcia, Staff Secretary (707) 554-5915

Vanessa.Garcia@cityofvallejo.net

8 ACTION CALENDAR

NOTICE: Members of the public wishing to address the Commission on Action Calendar Items are requested to submit a completed speaker card to the Staff Secretary. Each speaker is limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420.

A COMMISSIONER ATTENDANCE AND TABLING AT UPCOMING CITY EVENTS, INCLUDING WATERFRONT WEEKEND AND UNITY DAY

B DISCUSSION OF WAYS THE COMMISSION COULD HAVE INTENTIONAL CONTACTS AND CONVERSATIONS WITH THE COMMUNITY, TO INFORM THEM OF THE COMMISSION'S PURPOSE AND EXISTENCE, INCLUDING REGULAR PRESENCE AT EVENTS OR ACTION THAT MAY BE TAKEN BY INDIVIDUAL COMMISSIONERS AND DEVELOPMENT OF A QUESTIONNAIRE FOR MEMBERS OF THE PUBLIC

C DISCUSSION AND SCHEDULING SPECIAL MEETINGS FOR THE COMMISSION TO MEET MORE FREQUENTLY

**D DISCUSSION OF SCHEDULING PRESENTATION OF IHART'S SERVICES,
MISSION, AND CONTRIBUTION TO THE CITY**

9 FUTURE AGENDA ITEMS

**A PRESENTATION BY FIRST RESPONDERS' TRANSFORMATION-HOW TO
ENVISION FIRST REpondERS' ROLES IN THE COMMUNITY**

10 ADJOURNMENT

ADDITIONAL CITY INFORMATION

Members of the public can:

- Like us on Facebook and Instagram ([@cityofvallejo](#))
- Sign up to receive City Communications via e-mail (www.cityofvallejo.net/subscribe)
- Sign up for emergency alerts at: alertsolan.com

I, Vanessa Garcia, Staff Secretary do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to

Demetra Stall-Nash, Vice Chair
Nona Cohen-Bowman
Brandon Greene
Courtney Davis
Melvin Jones
Jerelle Medearis
Marissa Serafino,

at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 4:00 p.m., Tuesday, September 23, 2025.

Dated: Tuesday, September 23, 2025

Vanessa Garcia

Vanessa Garcia, Staff Secretary

**HUMAN RELATIONS COMMISSION
REGULAR MEETING MINUTES
COUNCIL CHAMBERS
555 Santa Clara Street, Vallejo, California**

July 23, 2025

1. CALL TO ORDER

The meeting was called to order at 6:05 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Vice-Chair Stall-Nash, Commissioner Cohen-Bowman,
Commissioner Melvin Jones, Commissioner Courtney Davis,
Commissioner Serafino (arrived at 6:07 p.m.)

Absent: Chair Weeks-Morris, Commissioner Morgan, Commissioner
Hannigan

4. REPORTS

A. Report from the Secretary

- i. There were 4 terms that expired June 30, 2025 – Chair Dela Weeks-Morris, Vice-Chair Demetra Stall-Nash, Commissioner Courtney Davis, Commissioner Morgan Hannigan, interviews held July 21, City Clerk Dawn Abrahamson to send out next steps of the recruitment process

B. Report from Council Member Liaison Matulac

- i. Update - vacant HRC Commissioner appointments scheduled for August 5
- ii. Update – Attended Vallejo Seaweed baseball game on July 12
- iii. Update – Attended County Club Crest Side cleanup on July 19
- iv. Update – Economic Development Commission presented at Council meeting a work plan – Reminded HRC there is a \$1000 allocation for Commission to identify some of their goals
- v. Responded to Commissioners

C. Commissioner Reports

- i. Commissioner Serafino attended and spoke at the Board of Supervisors meeting regarding the Sheriff's contract.

- ii. Commissioner Serafino spoke about HUD vouchers, noting 2,247 vouchers are available, only 1,638 are being utilized. She shared her personal experience applying for a voucher
 - Commissioner Davis emphasized the Commission's role in supporting education and guidance for individuals facing housing challenges particularly when navigating through the process.
- iii. Commissioner Davis asked what the difference is between Leadership Vallejo and Citizens Academy – ACA Knight responded
- iv. Commissioner Davis spoke about her experience with prostitution on Marin Street
- v. Commissioner Stall-Nash requested a tour of the Navigation Center

5. COMMUNITY FORUM

Speakers: Jose Carizales

6. CONSENT CALENDAR AND APPROVAL OF AGENDA

Action:

A. Approval of Minutes

Recommendation: Approval of the minutes of April 23, 2025, regular meeting.

Action: Roll call vote – Motion carries unanimously (*absent Chair Weeks-Morris, Commissioner Hannigan, and Commissioner Serafino*)

7. ACTION CALENDAR

A. Creation of Subcommittee to Gather and Present Detailed Information about Homelessness and the Groups Working to Address it in Vallejo

➤ Speaker: Jose Carizales

Motion: Create Ad Hoc Committee consisting of Vice Chair Stall-Nash, Commissioner Jones, and Commissioner Serafino (*Vice Chair Stall-Nash makes motion, Commissioner Jones seconds the motion*)

Action: Roll call vote – Motion carries unanimously (*absent Chair Weeks-Morris, Commissioner Hannigan, and Commissioner Serafino*)

B. Discussion of Ways that the Commission could have Intentional Contacts and Conversations with the Community, to Inform them of the Commission's Purpose and Existence, including Regular Presence at Events or Action that may be taken by Individual Commissioners

Motion: Continue Item for further discussion of development of a questionnaire to next HRC meeting (*Commissioner Davis makes motion, Vice-Chair Stall-Nash seconds the motion*)

Action: Roll call vote – Motion carries unanimously (*absent Chair Weeks-Morris, Commissioner Hannigan, and Commissioner Serafino*)

- C. Discussion and Scheduling Special Meetings for the Commission to Meet More Frequently

Motion: Agendize Special Meeting in September (*Vice Chair Stall-Nash makes motion, Commissioner Jones seconds the motion*)

Action: Roll call vote – Motion carries unanimously (*absent Chair Weeks-Morris, Commissioner Hannigan, and Commissioner Serafino*)

8. DISCUSSION OF FUTURE AGENDA ITEMS

- A. Presentation by First Responders’ Transformation-How to Envision First Responders’ Roles in the Community

Commissioner Davis shared updates. She apologized for the absence of a formal presentation. Elements taken out of three discussions – a mock session with the community held in October 2023, two remaining sessions in 2024 – one conducted in English and the other in Spanish. Her organization actively collaborates with statewide advocacy groups regarding transforming first response focusing on alternative response models, such as mobile crisis units. There are five different modalities that exist in Solano County.

9. FUTURE AGENDA ITEMS

- A. iHART discussion/presentation
 - i. Presentation – overview of iHART’s services, mission, and contribution to the City
 - ii. Details on training opportunities they offer

10. ADJOURNMENT

The meeting was adjourned at 7:27 p.m.

DEMETRA STALL-NASH, VICE-CHAIR

ATTEST:

VANESSA GARCIA, EXECUTIVE SECRETARY

**Vallejo Human Relations Commission (HRC)
Community Input Questionnaire – Needs Assessment Tool**

Purpose: This questionnaire is designed to help the HRC gather both quantitative and qualitative data from Vallejo residents and stakeholders regarding key community issues aligned with our engagement and impact framework.

SECTION 1: DEMOGRAPHIC INFORMATION Please help us understand who we are hearing from.

1. Zip Code: _____
2. Age Range:
 -
3. Race/Ethnicity (Check all that apply):
 -
4. Gender Identity:
 -
5. Marital/Family Status:
 -
6. Employment/Occupation Status:
 -
7. Do you live, work, or go to school in Vallejo? (Check all that apply)
 -

SECTION 2: COMMUNITY PRIORITIES (Quantitative) On a scale of 1 (Not a Concern) to 5 (Urgent Priority), how important are the following issues to you personally?

Issue Area	1	2	3	4	5
Homelessness and Housing Access	[]	[]	[]	[]	[]
Public Safety	[]	[]	[]	[]	[]
Police-Community Relations	[]	[]	[]	[]	[]
Violence Prevention & Intervention	[]	[]	[]	[]	[]
Access to Social and Mental Health Services	[]	[]	[]	[]	[]
Fairness in Education	[]	[]	[]	[]	[]
Business and Economic Opportunities	[]	[]	[]	[]	[]
Community Events and Cultural Inclusion	[]	[]	[]	[]	[]
Discrimination Based on Identity	[]	[]	[]	[]	[]

SECTION 3: COMMUNITY VOICES (Qualitative)

1. What challenges do you or your neighbors face in Vallejo that you feel are not being adequately addressed?
-
2. What does a safer, more inclusive Vallejo look like to you?

3. What would help improve relationships between the community and institutions like law enforcement, schools, or city departments?

4. Are there any specific groups you feel are not being heard or served in our city? (Please explain)

5. What actions would you like to see the Human Relations Commission take?

6. Have you ever participated in a city or community meeting or event in Vallejo?
 ○ If yes, what helped you participate? If no, what prevented you from participating?

7. What barriers (if any) do you or others face in engaging with local government or community services?

8. How much trust do you currently have in the following institutions? (Circle one for each)

Institution	None	Low	Moderate	High
Vallejo Police Department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vallejo City Council	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Schools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local Nonprofits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health or Social Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

9. Are you interested in staying connected with the HRC (e.g., updates, forums, volunteer)?
 ○

Thank you for helping the Human Relations Commission listen, learn, and act with equity and accountability.

Vallejo Human Relations Commission (HRC) Community Engagement & Impact Framework

I. Commission Purpose

The Vallejo HRC exists to promote equal treatment, reduce discrimination, mediate tensions, and strengthen community relationships through proactive outreach, education, and policy recommendations.

Sample Language

Proposed Shared Vision Statement: A unified, inclusive Vallejo where all individuals are treated equitably, human dignity is upheld, and differences are celebrated as strengths that enrich our community.

Proposed Mission Statement (informed by Municipal Code Chapter 2.40): The Vallejo Human Relations Commission promotes equal treatment and prohibits discrimination based on race, color, national origin, religion, sex, disability, age, genetic information, marital status, sexual or gender orientation and identity, medical condition, political activities, military or veteran status, or survivor status of domestic violence. Through community education, mediation, and collaboration, we foster understanding, alleviate conflict, advise city leadership, and work to ensure just and positive interactions between all individuals and groups in Vallejo.

II. 6-Phase Operational Framework

Phase 1: Internal Alignment & Infrastructure Objective: Organize the Commission's internal processes, roles, and strategic direction.

Actions:

- Adopt the proposed shared vision and mission statement with current commissioners.
- Elect or reaffirm committee roles (Chair, Vice Chair).
- Establish working subcommittees:
 - Community Engagement & Outreach
 - Policy & Research
 - Public Safety & Equity
 - Housing and vulnerable populations
 - Economic Equity and Inclusive Growth
 - Education & Cultural Inclusion
- Review & revise bylaws, decision-making processes, and attendance protocols.
- Create an annual calendar of standing meetings, priority campaigns, and public events.

Phase 2: Community Listening & Needs Assessment Objective: Identify real-time community concerns and barriers to equity in Vallejo.

Tools:

- Quarterly Community Listening Sessions (rotating by neighborhood/district)
- Resident Surveys (paper + digital)
- Focus Groups in partnership with CBOs (e.g., faith orgs, youth groups, elders, unhoused)
- Partnership Mapping: identify cross-sector allies to co-lead discussions (e.g., VPD, school district, unhoused coalitions, city staff, LGBTQIA+ orgs)

Outcomes:

- Quarterly community feedback themes
- Initial Vallejo HRC Equity Snapshot

Phase 3: Communication & Visibility Objective: Raise awareness of the Commission's existence, purpose, and opportunities for residents to engage.

Actions:

- Launch a dedicated HRC webpage or portal with:
 - Current commissioners
 - Meeting agendas/minutes
 - Public complaint/concern submission form
 - Calendar of public events
- Develop a communications toolkit:
 - Monthly e-blast
 - Social media presence (through city channels or HRC-owned)
 - Quarterly press releases
- Ensure physical presence:
 - Table at City-wide events (Unity Day, National Night Out, MLK Day, etc.)
 - Host/attend town halls on public safety, homelessness, education, etc.

Phase 4: Responsive Policy & Community Education Objective: Build a bridge between resident experiences and city policies.

Strategies:

- Analyze feedback from listening sessions and share findings with City Council quarterly.
- Draft recommendations or resolutions based on equity analysis.
- Launch "HRC Talks" Community Education Series:
 - Hate crime prevention
 - Tenant rights
 - Disability rights and ADA
 - Trauma-informed policing and public engagement

Phase 5: Partnership & Mediation Strategy Objective: Create pathways for conflict resolution, collaborative problem-solving, and mutual accountability.

Tools & Tactics:

- Establish referral pathway for community members seeking mediation (non-criminal conflict)
- Build partnerships with:
 - Ombudsman programs
 - Mediation centers
 - Legal aid & civil rights orgs
- Host "Courageous Conversations" around difficult topics with trained facilitators

Phase 6: Reporting, Accountability, & Evaluation Objective: Measure impact, adjust strategies, and institutionalize transparency.

Deliverables:

- Annual HRC Impact Report: activities, outcomes, community feedback, and policy influence
- Quarterly dashboards with:
 - Number of events hosted
 - Number of residents engaged
 - Feedback themes and trends
- Align goals to broader City Equity Indicators, General Plan updates, and Vallejo’s strategic priorities

III. Immediate Next Steps for Commissioners (Start of Year Planning)

Task	Owner	Deadline
Host internal retreat to align on roles and mission	Chair/Vice Chair	Q1
Conduct first citywide survey/listening session	Outreach Subcommittee	Q1–Q2
Build partnerships with local organizations	All subcommittees	Ongoing
Present first community report to City Council	Full Commission	Q2
Launch online presence and print flyer for outreach	Comms Liaison	Q2

IV. Sample Metrics for Evaluation

Area	Metric
Engagement	Number of residents attending HRC events per quarter
Communication	Website hits, social media impressions
Impact	Number of community concerns resolved or referred
Influence	Policy recommendations adopted by City Council
Equity	Representation of voices (youth, disabled, BIPOC, unhoused)

V. Optional Tools & Templates (Available on Request)

- HRC Meeting Agenda Template (City Staff)
- Community Listening Session Toolkit (HRC Subcommittee to build)
- Survey and Focus Group Guide (HRC Subcommittee to build)
- Public Comment Log (City Staff)
- HRC Quarterly Reporting Template (Word/Excel) (City Staff)
- Partnership/Stakeholder Map (Full Commission to develop)