



**AGENDA
REGULAR MEETING
HUMAN RELATIONS COMMISSION**

VIA TELECONFERENCE

**6:00 P.M.
April 28, 2021**

COMMISSIONERS
Lloyd Nadal, Chair
Morgan Hannigan, ViceChair
Herman Blackwell
Loretta Gaddies
Claire Siverson
Nona Cohen-Bowman
Joshua McClendon

**IMPORTANT NOTICE REGARDING THE APRIL 28, 2021 HUMAN RELATIONS
COMMISSION MEETING**

PUBLIC COMMENT: Members of the Public may provide comments during the Human Relations Commission Meeting via ZOOM (<https://ZoomRegular.Cityofvallejo.net>), or via phone, by dialing (669) 900-6833. Meeting id: 914 0075 0676 followed by # sign. Press *9 to digitally raise your hand when you wish to speak. Press *6 to mute/unmute your microphone.

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This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the Human Relations Commission without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item of interest to them provided they are first recognized by the presiding officer. The public is encouraged to call into the meeting well ahead of when they wish to speak to address the Commission. When you wish to speak, click on the "Raise Hand Button" or Press *9 if calling by phone. Staff will then move you into the virtual speaker's seat and unmute your microphone when it's your turn to speak. If calling by phone, please press *6 to unmute yourself. Please note the clock begins when you are unmuted, so you must be prepared to speak when called upon.

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1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **OATH OF OFFICE**
4. **ROLL CALL**
5. **REPORTS**

A. Report from Secretary to the Human Relations Commission

B. Report from Council Liaison Brown to the Human Relations Commission

C. Commissioner Reports

6. **COMMUNITY FORUM**

*Due to the Coronavirus emergency, all board and commission meetings will be held via teleconference. Members of the public may provide public comments during the Human Relations Commission Meeting via ZOOM. Members of the public interested in participating or observing the meeting may either click the link above or type the link into an internet browser. You will be taken to the internet platform where the meeting is being held. To make comments under Community Forum via Zoom please visit: <https://ZoomRegular.Cityofvallejo.net> Option to join by phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to digitally raise your hand from the phone. Speakers are limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300*

7. **CONSENT CALENDAR AND APPROVAL OF AGENDA**

A. Approval of Minutes

Recommendation: Approval of the minutes from the October 28, 2020 regular meeting.

8. **PRESENTATION**

A. Presentation by Katelyn Costa, Program Coordinator, Solano Mobility

Recommendation: 15 minute presentation by Katelyn Costa, introduction, and discussion of SolStep Grant and larger vision.

9. **ACTION ITEM(S)**

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A. Discussion of Commission 2021 Work Plan

Recommendation: Reevaluation and discussion of 2021 Work Plan.

10. FUTURE AGENDA ITEMS

A. Discussion of Agenda Items for Future Meetings

11. ADJOURNMENT

ADDITIONAL CITY INFORMATION

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I, Sarah Brannick, Executive Secretary, do hereby certify that we have caused a true copy of the above notice and agenda to be delivered to each of the members of the Human Relations Commission, 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 6:00 p.m., Wednesday, April 28, 2021.

Dated: April 28, 2021



Sarah Brannick, Executive Secretary

Human Relations Commission 2020/2021 Goals

1. Outreach to the community and get specific feedback on what's happening in Vallejo and how the Commission can best serve the people

2. Participate, volunteer and engage at citywide events and meetings especially around issues regarding homelessness, education and police relations.
3. Participate, help to plan and table at Unity Day this year and have a continued presence each year moving forward.
4. Investigate, analyze and make recommendations to the City Council regarding workshops, trainings and tools to improve human relations amongst the Vallejo community.

HUMAN RELATIONS COMMISSION

REGULAR MEETING

MINUTES VIA TELECONFERENCE

6:00 P.M.

OCTOBER 28, 2020

1. CALL TO ORDER

The meeting was called to order by Chair Nadal at 6:02 p.m.

2. PLEDGE OF ALLEGIANCE

3. OATH OF OFFICE

None.

4. ROLL CALL

Present: Chair Nadal, Vice Chair Hannigan, Commissioners Cohen-Bowman, McClendon, and Silverson

Absent: Commissioners Blackwell and Gaddies

Staff Present: Council Liaison Verder-Aliga, Secretary Brannick, Fire Chief Abruthnott, Human Resources Director Ruiz, Chief Innovation Officer Ashraf, and Sr. Personnel Analyst Fisher

5. REPORTS

A. Report from Secretary to the Human Relations Commission – Secretary Brannick reported out that the Commission currently has a page on the City’s website and will be able to add additional content. Content must proceed through the regular review process with the City Manager’s office before posting. The Commission should work with Sarah Brannick through that process.

Ms. Brannick also reported that Fire Chief Arbuthnott is in attendance for the meeting to introduce himself and provide a presentation on the status of the Fire Department. She stated that both Chief Shawny Williams and PIO Brittany Jackson have offered to attend an upcoming meeting for introductions and to provide a departmental report.

B. Report from Council Liaison Verder-Aliga to the Human Relations Commission
– none.

- C. Commissioner Reports** - Chair Nadal reported that his employer, STA, received a \$300,000 grant from the City of Vallejo for transportation equity work. It is a partnership with other organizations, including Solano Community College, Club Stride, SolTrans, and Solano Public Health. The group will focus on community engagement to identify the needs for transportation projects and will provide an equitable process for making the decisions. Chair Nadal invited the Commissioners to learn more about the project and become involved with the work that is expected to start in May 2021. Chair Nadal stated that the group hopes to also include community youth members to help with the vision and identify the needs. Chair Nadal offered to distribute further details on the grant to the Commissioners.
- Commissioner McClendon provided a report on the Mental Health forum that he and Council Liaison Verder-Aliga had attended recently. The event provided many helpful suggestions to alleviate mental stress and anxiety during these COVID sheltering-in times. Council Liaison Verder-Aliga will ask for a copy of the power point and summary information from the forum leader to share with the HRC. The Commission had a discussion on the subject of the current lack of mental health professionals.

6. COMMUNITY FORUM
Speakers: None.

7. CONSENT CALENDAR AND APPROVAL OF AGENDA

Action: Moved by Vice Chair Hannigan, and seconded by Commissioner Siverson and carried unanimously by Commissioners present to approve the Consent Calendar and the Agenda.

- A. Approval of Minutes**
Recommendation: Approval of the minutes from the July 22, 2020 regular

meeting.

Action: Approved minutes.

8. PRESENTATION

A. **Presentation by Fire Department Chief Arbuthnott**

Recommendation: 15 minute presentation by Fire Chief, introduction, and current state of the Fire Department.

Fire Chief Arbuthnott was introduced and began the report with information on his background, work history and agency experience. Chief Arbuthnott then described his review and assessment of the challenges to the department and advised that a report from an outside consultant is also being finalized. Some of the challenges included insufficient staff and equipment, facility upgrades needed, and to improve training and development. The Chief reported that the current system of being dispatched for fire calls through the police department center is not the most ideal for providing the prioritization and equipment needed in the response.

The Chief presented some of his goals, which included having the appropriate equipment to respond to the medical calls with smaller vehicles, providing lower level inspections, reopening the Glen Cove station to improve response times, and increasing diversity in the staff.

Among the accomplishments, Chief Arbuthnott discussed a FEMA grant that was awarded to the department, 15 recently hired staff, that the radios were being upgraded within the next few months, and that the EOC program was remodeled.

The Commissioners voiced that they are interested in offering any assistance to the Chief to assist in community outreach and asked that he consider inviting the HRC to future events.

There was further discussion on dispatching and the issue that further training and certifications would be ideal for fire dispatch, but that additional costs and other challenges are associated with it.

9. ACTION ITEM(S)

A. **Discussion of Commission 2020 Work Plan**

Recommendation: Reevaluation and discussion of 2020 Work Plan.

Chair Nadal recapped some of the items from the work plan, including hosting listening sessions, attending the mental health forum, and updating the HRC flyer and asked whether there were any proposed changes to the list. The

Commissioners discussed the work plan list and whether to consider revising the Unity Day item or broadening it to include other events.

Chair Nadal reported that the HRC brochure has been updated and will be distributed.

Council Liaison Verder-Agila reported on the work being done by the group Common Ground. She stated that they had recently been presenters at a Council meeting and it was confirmed that the information is available on the website. Council Liaison Verder-Agila wanted to suggest that the commission contact the Common Ground group to see if they may partner or attend the meetings to assist the HRC with its work plan goal to be involved in listening sessions. She believed that the Common Ground group may already have the framework in place for community engagement and listening.

There was a discussion regarding the Common Ground group, its members, governance, and mission. Chair Nadal offered to find the date of Common Ground's next meeting and have Ms. Brannick distribute it. It was suggested that the Commission find out more about the group by either having them attend an HRC meeting or by some HRC members attending the Common Ground meeting.

To assist with the connection to community goal, it was suggested that anyone hearing of possible events to let the group know. Council Liaison Verder-Agila suggested attendance at the Veterans' Day event.

Action: Moved by Commissioner Siverson, and seconded by Commissioner Cohen-Bowmen and carried unanimously by Commissioners present to revise the work plan, item #3, to remove "this year".

B. Discussion of Commission Facebook Page Plan

Recommendation: Discuss Facebook Page

Director Ruiz provided some information on issues relating to the use of Facebook, the liability that could result, and offered to have someone from the City Attorney's office come speak to the Commission. The Commission was interested in using Facebook to promote HRC events. It was suggested that it would be beneficial to request Christina Lee, the City's Public Information Officer (PIO), to attend the next meeting to provide information, legal guidance, and suggestions on the use of social media.

Action: Moved by Vice Chair Hannigan, and seconded by Commissioner Cohen-Bowmen and carried unanimously by Commissioners present to invite the PIO to the next HRC meeting to advise on policy and related rules associated with social media.

10. FUTURE AGENDA ITEMS

A. Discussion of Agenda Items for Future Meetings

Future agenda items discussed were:

- PIO to attend and discuss social media
- Grant information update

11. REPORTS

12. ADJOURNMENT

The meeting adjourned at 7:44 p.m.

LLOYD NADAL, CHAIRPERSON

ATTEST:

SARAH BRANNICK, EXECUTIVE SECRETARY