



City Hall
Council Chambers
555 Santa Clara Street
Vallejo, CA 94590
www.cityofvallejo.net

AGENDA

HUMAN RELATIONS COMMISSION REGULAR MEETING - 6:00 P.M. JANUARY 27, 2016

COMMISSIONERS

Loretta Gaddies, Chair
Alvaro Garcia, Vice Chair
Rafael Carbungco
Nona Cohen-Bowman
Katie von Husen

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. Members of the public wishing to be so recognized are requested to submit a completed speaker card to the Executive Secretary of the Commission prior to the consideration of the item.

Those wishing to address the Human Relations Commission on any matter for which another opportunity to speak is not provided on the AGENDA but which is within the jurisdiction of the Human Relations Commission to resolve may come forward to the podium during the "COMMUNITY FORUM" portion of the AGENDA.

Members of the public have the right to speak on any item on this agenda. Those wishing to address the Human Relations Commission: 1) during the Community Forum are limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300; and 2) on a Consent Calendar item are limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310.

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the commissioners will be available for public inspection at the Human Resources Department, 555 Santa Clara Street, 1st Floor, Vallejo, CA at the same time that the public records are distributed or made available to the commissioners. Such documents may also be available on the City of Vallejo website at <http://www.cityofvallejo.net> subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-4527, TDD (707) 649-3562.

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Vallejo City Council Chambers is 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 Human Resources Department 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.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**

4. **WRITTEN COMMUNICATIONS - None**

5. **FIRST 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 Executive Secretary of the Commission. When called upon, each speaker should step to the podium, state his /her name, and address for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300.

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

Members of the public wishing to address the commission on Consent Calendar Items are requested to submit a completed speaker card to the Executive Secretary to the Commission. Each speaker is limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310. Requests for removal of Consent Items received from the public are subject to approval by a majority vote of the commission. Items removed from the commission will be heard immediately after approval of the Consent Calendar and Agenda.

- A. **Approval of Minutes**

Recommendation: By motion, approve Human Relations Commission minutes from the special meeting on October 14, 2015.

Contact: Janet Thiessen, Interim Executive Secretary, 648-4106

7. **OLD BUSINESS**

- A. **Public Profile Awareness for Human Relations Commission**

Recommendation: Continuing discussion, provide direction and next steps on the creation of a tri-fold pamphlet that would serve to raise awareness and encourage engagement in the community with Human Relations Commissioners.

Contact: Janet Thiessen, Interim Executive Secretary, 648-4106

8. **NEW BUSINESS**

- A. **Brown Act Training Presented by City Attorney's Office**

Recommendation: Training will be conducted. Informational item only and no action is required.

Contact: Donna Mooney, Chief Assistant City Attorney, 648-4548

- B. **Election of Chair and Vice Chair for 2016**

Recommendation: By motion, elect members of the commission to serve as chair and vice chair for the term of January 2016 – January 2017.

Contact: Janet Thiessen, Interim Executive Secretary, 648-4106

- C. **Approving Human Relations Commission 2016 Quarterly Meeting Schedule**

Recommendation: By motion, approve the 2016 quarterly meeting schedule for the Human Relations Commission setting the meetings dates of January 27, 2016, April 27, 2016, July 27, 2016, and October 26, 2016 at 6:00 p.m. in the Vallejo Council Chamber.

Contact: Janet Thiessen, Interim Executive Secretary, 648-4106

D. **Discussion of 2016 Calendar of Events and Human Relations Commission's Participation**

Recommendation: Concluding discussion of potential 2016 calendar of events, determine the level of participation by Human Relations Commissioners.
Contact: Janet Thiessen, Interim Executive Secretary, 648-4106

E. **Discussion of Possible Topics For Inclusion in the Human Relations Commission's 2016 Work Plan Areas of Focus**

Recommendation: Concluding discussion, provide direction to staff on possible topics for inclusion in the Commission's 2016 Work Plan Area of Focus.
Contact: Janet Thiessen, Interim Executive Secretary, 648-4106

F. **Clarification of Human Relations Commissioner's Role and Procedures For Addressing Requests for Tenant Assistance**

Recommendation: Concluding discussion, provide clarification to Human Relations Commissioners on their role and the procedures for addressing requests for tenant assistance.
Contact: Janet Thiessen, Interim Executive Secretary, 648-4106

9. **COUNCIL LIAISON REPORT**

10. **COMMISSIONER REPORTS**

11. **REPORT OF THE EXECUTIVE SECRETARY**

12. **SECOND 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 Executive Secretary of the Commission. When called upon, each speaker should step to the podium, state his /her name, and address for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300.

13. **FUTURE AGENDA ITEMS**

14. **ADJOURNMENT**

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I, Janet Thiessen, Interim 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 12:00 p.m., Friday, January 22, 2016.

Dated: January 22, 2016


Janet Thiessen, Interim Executive Secretary

HUMAN RELATIONS COMMISSION
CITY OF VALLEJO
COUNCIL CHAMBERS
555 SANTA CLARA STREET
SPECIAL MEETING MINUTES
OCTOBER 14, 2015

1. **CALL TO ORDER**

The meeting was called to order by Chair Gaddies at 6:01 p.m.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Present: : Chair Gaddies, Vice Chair Garcia, and Commissioners Carbungco, Cohen-Bowman, and von Husen

Absent: None

Staff Present: Interim Executive Secretary Thiessen and Council Liaison Verder-Aliga

4. **WRITTEN COMMUNICATIONS:** None

5. **FIRST COMMUNITY FORUM**

Speakers: None

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

Action: Moved by Commissioner von Husen, seconded by Vice Chair Garcia, and carried unanimously, approval of the Agenda and the Consent Calendar

A. **Approval of Minutes**

Recommendation: By motion, approve Human Relations Commission minutes from the regular meeting on July 22, 2015

Contact: Janet Thiessen, Interim Executive Secretary, 648-4106

Action: Approved minutes.

Moved by Commissioner von Husen, seconded by Commissioner Cohen-Bowman, and carried unanimously, to take New Business A out of order and is reflected in the minutes in the order in which it appears on the agenda.

7. **OLD BUSINESS**

A. **Update on Human Relations Commission's 2015 Work Plan Areas of Focus**

Recommendation: Continuing discussions, Commissioner von Husen will provide an update of her findings on homelessness, Chairperson Gaddies and Commissioner Carbungco will provide an update of their findings on public schools education, and Commissioner Carbungco will provide an update on his findings on police community relations

Contact: Janet Thiessen, Interim Executive Secretary, 648-4106

Commissioner von Husen provided a brief overview of her findings on homelessness. Commissioner Carbungco provided a brief overview of his findings on public schools education. Commissioners discussed the 2015 work plan areas of focus.

8. NEW BUSINESS

A. Vallejo Police Department Verbal Report on Work Plan Areas of Focus

Recommendation: Informational item only; no action required

Contact: Andrew J. Bidou, Chief of Police, 648-4540

Police Chief Bidou, Sergeant Garrick, and Captain Horton provided a verbal report on actions related to increasing police community relations in the City of Vallejo.

9. COUNCIL LIAISON REPORT: None

10. COMMISSIONER REPORTS: None

11. REPORT OF THE EXECUTIVE SECRETARY: None

12. SECOND COMMUNITY FORUM: None

13. FUTURE AGENDA ITEMS

Commissioners discussed a proposal for the creation and design of a brochure to promote public awareness of the Human Relations Commission for consideration at the next meeting.

14. ADJOURNMENT

The meeting was adjourned at 7:45 p.m.

LORETTA GADDIES, CHAIR

JANET THIESSEN
INTERIM EXECUTIVE SECRETARY

Tarienne Grover

From: sayoko7@comcast.net
Sent: Wednesday, October 14, 2015 9:24 PM
To: Tarienne Grover
Cc: Janet Thiessen
Subject: Re: October 14, 2015 Human Relations Commission Special Agenda Packet

Dear All,

The Human Relations Commission would like to propose the creation of a tri-fold pamphlet with information regarding the Human Relations Commission. This pamphlet would serve to raise awareness in our community about our existence and encourage community members to actively engage with the Commission at meetings and other events across our city.

Please direct us as to appropriate next steps to get this proposal sanctioned by a vote of our Commission and by our city council.

Thank you in advance.

Sincerely,
Katie von Husen
Commissioner, Human Relations

**HOUSING DISCRIMINATION / FAIR HOUSING REFERRAL RESOURCES
AND
TENANT/LANDLORD MEDIATION ASSISTANCE**

United States Department of Justice Housing Discrimination Tip Line
800/896-7743
(Federal Information Relay Service 800/887-8339)

U.S. Dept. of Housing & Urban Development (HUD)
- Office of Fair Housing & Equal Opportunity
San Francisco, CA
800/347-3739 Housing Discrimination / Fair Housing
800/669-9777 Housing Discrimination Hotline

Legal Services of Northern California (tenant assistance)
1810 Capitol St, Vallejo
707/643-0054

Fair Housing Napa Valley (tenant assistance)
603 Cabot Way, Napa, CA 94559
707/224-9720 TTY: 800/735-2922

City of Vallejo's Human Relations Commission (tenant assistance)
Contact City of Vallejo Human Resources Department
707/553-7211

California Apartment Association (landlord assistance)
800/967-4222

California Tenants - Guide to Residential Tenants' & Landlords' Rights & Responsibilities
website : www.dca.ca.gov/publications/landlord_book

Solano County Superior Court Unlawful Detainer Advisory Clinic Hotline
(Assistance to both tenant and landlord in eviction cases)
Phone Kiosks located in Vallejo and Fairfield
321 Tuolumne Street, Vallejo 530 Union Avenue, Fairfield
For more information, visit www.solanocourts.com