



City Hall
555 Santa Clara Street
Vallejo, CA 94590

AGENDA

HUMAN RELATIONS COMMISSION September 24, 2008

Regular Meeting
7:00 p.m. – City Council Chambers

CHAIRPERSON
Mustafa Abdul-Ghane

VICE CHAIR
Marie Nelson

COMMISSION
Maria Bitagon
Donald Chun
Clynton Dunbar
Donald Jordan
Earnestine Lawson

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 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.

Those wishing to address the Commission on any matter for which another opportunity to speak is not provided on the AGENDA but which is within the jurisdiction of the Commission to resolve may come forward to the podium during the "COMMUNITY FORUM" portion of the AGENDA. Those wishing to speak on a "PUBLIC HEARING" matter will be called forward at the appropriate time during the public hearing consideration.

Copies of written documentation relating to each item of business on the AGENDA are on file in the Office of the City Clerk and are available for public inspection. Information may be obtained by calling (707) 648-4527, TDD (707) 649-3562, or at our web site: <http://www.ci.vallejo.ca.us>.



The Vallejo 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. The Human Resources Department may be contacted as follows: Telephone (707) 648-4436, Fax (707) 648-5292 or e-mail dboutte@ci.vallejo.ca.us."

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PUBLIC COMMENT REGARDING CONSENT CALENDAR ITEMS

Notice: Members of the public wishing to address the Commission on Consent Calendar Items are requested to submit a completed speaker card to the Staff. Each speaker is limited to three minutes. 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 Consent Calendar will be heard immediately after approval of the Consent Calendar and Agenda.

5. CONSENT CALENDAR

Notice: All Consent Calendar items are approved under one motion unless requested to be removed by the Commission Chairperson or staff.

- A. APPROVAL OF THE AGENDA
- B. APPROVAL OF THE MINUTES OF THE MEETING HELD MAY 28, 2008

6. WRITTEN COMMUNICATIONS

Notice: Written communications received from the public and not added to the agenda by the Chair or a member of the Commission will be filed unless referred to the staff for a response. A written request to address the Commission on a subject not scheduled for discussion will be considered at the same time "Written Communications" is before the Commission.

7. STAFF REPORT (HR Operations Manager Debora Boutté)

8. REPORT OF THE CHAIRPERSON, MEMBERS OF THE COMMISSION AND COMMITTEES

9. CITY COUNCIL LIAISON'S REPORT (Councilmember Bartee)

Notice: No action or discussion will take place with respect to the brief announcements and oral reports.

10. VCU SCHOOL DISTRICT LIAISON'S REPORT (Dr. Latonya Young)

11. POLICE DEPARTMENT LIAISON'S REPORT (Sgt. Vic Massenkoff)

A. QUARTERLY STATISTICS

A representative from the Police Department will discuss the quarterly statistics, and report on any past claims or actions pertaining to the Police Department.

12. COMMUNITY FORUM

Notice: 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, may step to the podium and state his/her name and address for the record. The Community Forum shall be limited to three (3) minutes for individuals and five (5) minutes for individuals representing a group.

13. POLICY ITEMS

None

14. ADMINISTRATIVE ITEMS

A. STATUS OF CLAIMS –CHAIR ABDUL-GHANE

Commissioner Abdul-Ghane and/or staff will provide a written or verbal report regarding the status of claims.

Proposed Action: Receive the report and provide direction to follow-up on any recommended action from the Commission regarding claims.

15. COMMUNITY ACTIVITIES

The Commission will discuss past and upcoming community activities and possible participation in community events related to human relations and positive interactions with the citizens of Vallejo.

Proposed Action: Provide staff with direction in signing up for upcoming events and what level of participation to provide.

16. ADJOURNMENT

**CITY OF VALLEJO
HUMAN RELATIONS COMMISSION
7:00 P.M. – May 28, 2008
City Council Chambers, 555 Santa Clara Street
Vallejo, CA 94590**

MINUTES

1. CALL TO ORDER

Chairman Abdul-Ghaneer called the regular meeting of the Human Relations Commission to order at 7:02 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Commissioners Abdul-Ghaneer, Chun, Dunbar, Lawson and Nelson

Absent: Commissioners Bitagon and Jordan

Also Present: Debora Boutté, Staff

4. PUBLIC COMMENT REGARDING CONSENT CALENDAR ITEMS

None

5. CONSENT CALENDAR

It was moved by Commissioner Nelson and seconded by Commissioner Chun to approve the Consent Calendar with a revision to the April 23, 2008 minutes. The motion to approve the Consent Calendar was approved by unanimous vote.

A. APPROVAL OF THE AGENDA

B. APPROVAL OF THE MINUTES OF THE MEETING HELD APRIL 23, 2008

C. APPROVAL OF THE MINUTES OF THE MEETING HELD MARCH 26, 2008

D. APPROVAL OF THE MINUTES OF THE MEETING HELD JANUARY 23, 2008

E. APPROVAL OF THE MINUTES OF THE MEETING HELD NOVEMBER 28, 2007

6. WRITTEN COMMUNICATIONS

A. Letter from Vallejo Powwow

7. STAFF REPORT (Debora Boutté, Human Resources Operations Manager)

Ms. Boutte reported that Sandy Salerno is now the interim Human Resources Director and that she will be working on Wednesdays and Thursdays.

8. REPORT OF THE CHAIRPERSON, MEMBERS OF THE COMMISSION AND COMMITTEES

The Chair asked for suggestions regarding a letter that he has requested staff to generate regarding commissioner's commitment to the Human Relations Commission.

Commissioner Dunbar reported that, at the end of his term, he would not seek reappointment to the Commission.

Commissioner Nelson discussed attendance and suggested revising the Ordinance in light of the length of time it is taking to appoint new commissioners.

Ms. Boutté discussed the policy and process regarding commission attendance and appointments and the commissioner's option of remaining on the Commission at the end of a term and until a new commissioner has been seated.

Commissioner Chun commented on attendance and commissioner's commitment.

Commissioner Lawson discussed her concerns regarding Commission quorums.

The Chair reported the following:

- Mr. Diebler has been volunteering to take photographs. He will discuss volunteers at the next meeting.
- Councilman Bartee advised that he would not be able to attend the meeting.
- Dr. Young has asked Dr. Sheen to provide the Commission with a report on homelessness and issues related to being homeless among students in the school district. Dr. Sheen will have a report for the next meeting.

9. CITY COUNCIL LIAISON'S REPORT (Councilmember Bartee)

None

10. SCHOOL DISTRICT LIAISON'S REPORT (Director of Student Support Latonya Young)

None

11. COMMUNITY FORUM

None

12. POLICY ITEMS

None

13. ADMINISTRATIVE ITEMS

A. STATUS OF CLAIMS – VICE CHAIR ABDUL-GHANE

Mr. Diebler – (open)

Antoinette Jones – regarding housing voucher (open)

Keesha Caldwell – regarding housing voucher (closed)

Ms. Dunston – regarding student at Hogan High School (open)

Ms. Griffin – Housing Choice issue (open)

Ms. Davis – Issue regarding student (open)

B. DISCUSSION OF HUMAN RESOURCES STAFFING

The Chair discussed the status of the reduction in staffing in the Human Resources Department as related to the bankruptcy. Ms. Boutte outlined the current staffing and the role of the Interim Human Resources Director.

C. DISCUSSION OF FUND RAISING TO ASSIST CITY WITH FINANCIAL CRISES

The Commission discussed the item and provided input to the Chair.

RECESS

D. STATUS OF THE HUMAN RELATIONS WORK PLAN FOR 2008

Commissioner Nelson expressed concern Item #3 - Education in Public Schools. She also requested that the Work Plan be formalized.

Commissioner Lawson moved that the Commission review the Work Plan and remove some items based on the City's financial situation and items that the Commission may not [be able to fulfill].

Commissioner Nelson recommended that the Commission move forward with the Plan as is and use it as a basis for next year.

Commissioner Chun recommended keeping items on the Work Plan that are worked on as a Commission, i.e. mediation. He concurred with Commissioner Nelson.

Ms. Boutte reviewed the Work Plan outlining items that are in progress or which have been completed.

E. DISCUSSION OF REDUCING THE NUMBER OF MEETINGS PER YEAR DUE TO THE CITY'S FISCAL CRISES AND REDUCED HUMAN RESOURCES STAFFING

Ms. Boutté presented information regarding the impact of reduced staffing in the Human Resources Department and the impact on the Commission due to the City's fiscal crises. Staff and the Commission discussed ideas such as bi-monthly and quarterly meetings; taking a sabbatical; and, ad hoc committees working independently.

14. COMMUNITY ACTIVITIES

The Commission will discuss past and upcoming community activities and possible participation in community events related to human relations and positive interactions with the citizens of Vallejo.

The Commission received information regarding the Vallejo Powwow which will be held July 12th and 13th. Application deadline is June 30, 2008.

It was moved by the Chair and seconded by Commissioner Dunbar to go forward with participation in the Powwow if the organizers agree to waive the fee or [if there is a] donation for the funds.

If the motion passes, the Chair and Commissioner Jordan will work at the event.

The motion to move forward with participation in the Powwow, if the organizers agree to waive the fee or [if there is a] donation for the funds, was approved by the following vote:

AYES: Commissioners Nelson, Lawson, Dunbar, Chun, Abdul-Ghaneer

NOES:

ABSENT: Commissioners Jordan and Bitagon

15. ADJOURNMENT

The meeting was adjourned at 8:49 p.m.

Respectfully submitted,

Debora R. Boutte

Debora R. Boutté, Staff/Secretary
Human Relations Commission