



City Hall
555 Santa Clara Street
Vallejo, CA 94590

AGENDA

HUMAN RELATIONS COMMISSION APRIL 23, 2008

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

CHAIRPERSON
Mustafa Abdul-Ghanee

VICE CHAIR
Marie (Punkie) 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."

ITEM

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

- 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 MARCH 26, 2008
- C. APPROVAL OF THE MINUTES OF THE MEETING HELD JANUARY 23, 2008
- D. APPROVAL OF THE MINUTES OF THE MEETING HELD NOVEMBER 28, 2007

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 (Debora Boutté, Human Resources Operations Manager)

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 as listed below.*

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

A. STATUS REPORT

A representative from the school district will provide a status report on the activities of the school district.

11. 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.*

12. POLICY ITEMS

None

13. ADMINISTRATIVE ITEMS

A. STATUS OF CLAIMS – VICE CHAIR ABDUL-GHANEY

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

Proposed Action: Provide direction to staff to follow-up on any recommended action from the Commission regarding this matter.

B. DISCUSSION OF HUMAN RESOURCES STAFFING

Discuss the possibility of the Commission communicating to Council its' thoughts on how the reduced staffing in Human Resources will impact the Commission and the importance of human relations in finding solutions to the City's budget problems.

Proposed Action: Provide direction to the Chair regarding whether the Commission wishes to communicate to the Council concerns regarding reduced staffing of the Human Resources Department and the importance of human relations in finding solutions to the City's budget problems.

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

Discuss the possibility of the Commission participating in fund raising to assist the City of Vallejo during the financial crises.

Proposed Action: Provide direction to the Chair regarding the desirability of proceeding with fund raising and direct Staff to work with the Chair in seeking Council approval of said activity.

D. STATUS OF THE HUMAN RELATIONS WORK PLAN FOR 2008

The Work Plan for 2008 was developed at the special study session held January 5, 2008 and reviewed for changes during the January 23, 2008 and March 26, 2008 Commission meetings. Staff is seeking additional comments or changes in light of the discussion held at the last meeting regarding the impact of reduced staffing on accomplishing the work plan.

Proposed Action: Provide direction to Staff to include any changes resulting from discussion in the Human Relations Work Plan for 2008 and bring back for adoption and the next regular Commission meeting.

E. STATUS OF RULES ORDER/BY LAWS

Previously the Commission discussed the issue of adopting rules of order and/or by-laws. Chairperson Abdul-Ghaneey is preparing the draft by-laws for review and discussion at the next regular Commission meeting.

Proposed Action: None

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

Staff will present information regarding the impacts of reduced staffing levels of the human resources staff and the City's fiscal crises impact on the Commission. Staff is seeking input from the Commission regarding the possibility of reducing the number of meetings per year of twelve (12) to quarterly as requested by the City Manager.

Proposed Action: None, Staff will consider comments from the discussion in a written report for the next regular Commission meeting.

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.

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

15. ADJOURNMENT

**CITY OF VALLEJO
HUMAN RELATIONS COMMISSION
7:00 P.M. – March 26, 2008
City Council Chambers, 555 Santa Clara Street
Vallejo, CA 94590**

MINUTES

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

Absent: Commissioners Jordan and Bitagon

Also Present: Debora Boutté, Staff

4. PUBLIC COMMENT REGARDING CONSENT CALENDAR ITEMS

None

5. CONSENT CALENDAR AND APPROVAL OF AGENDA

Consent Item 5-C was removed from the Consent Calendar.

It was moved by Commissioner Dunbar and seconded by Commissioner Chun to approve the Consent Calendar.

A. APPROVAL OF THE AGENDA

B. APPROVAL OF THE MINUTES OF THE SPECIAL MEETING HELD JANUARY 5, 2008 (as revised)

C. APPROVAL OF THE MINUTES OF THE MEETING HELD NOVEMBER 28, 2007 (*Removed from the Consent Calendar*)

The Consent Calendar was approved, as amended, by unanimous vote.

6. WRITTEN COMMUNICATIONS

Ms. Boutte reported that the Pow Wow may be rescheduled.

7. STAFF REPORT

A. THE REVERSAL OF THE NEPOTISM POLICY

Ms. Boutte reported that, as a result of negotiations with safety unions, the Nepotism policy has been rescinded.

B. THE STATUS OF THE HUMAN RESOURCES STAFFING AND THE POSSIBLE IMPACT ON THE COMMISSION

Ms. Boutte reported that possible staff reductions in Human Resources Department might impact the Commission and that three of the six staff members may be laid off.

C. THE DIRECTION FROM THE CITY MANAGER TO CHANGE THE MEETING TIMES FROM MONTHLY TO QUARTERLY IN LIGHT OF THE STAFFING ISSUES

Ms. Boutte reported that staffing and the number of Commission meetings is being looked at city-wide. She further stated that she may be bringing an Ordinance change on this change.

D. THE STATUS OF THE CITY-WIDE VOLUNTEER PROGRAM

Ms. Boutte reported that she has been appointed to work on the Volunteer Program, however, staffing issues may impact her participation.

E. THE AMENDMENT TO THE PERFORMANCE EVALUATION ORDINANCE

Ms. Boutte reported that Councilmember Bartee discussed with the Human Resources director the evaluation program and as a result, the Ordinance was reviewed and a Resolution of Intention went before Council at the [March 25, 2008] meeting. The first reading will be held April 8, 2008, followed by a second reading and final approval 30-days thereafter.

F. THE STATUS OF RECEIVING ID BADGES FOR COMMISSIONERS

Ms. Boutte has discussed badges with the Police Chief. She will continue to follow-up and report back to the Commission.

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

A. THE COMMISSION CONTINUING TO FUNCTION IN ACCORDANCE WITH ITS ORDINANCE IN LIGHT OF POSSIBLE REDUCTIONS IN STAFF SUPPORT

The Chair requested that this item be placed on the agenda for discussion.

B. WHAT APPEARS TO BE THE CITY MANAGER'S CO-OPT OF THE HUMAN RELATIONS COMMISSION AGENDA, ETC. AND THE IMPACT SUCH ACTIONS HAVE ON COMMUNITY WELL BEING

The Chair read and referred the Commission to a handout defining "well-being" and expressed his opinion and hope for the Commission.

C. THE APPEARANCE OF UNFAIRNESS IN THE USE OF THE CITY ATTORNEY'S OFFICE

The Chair provided a handout defining "unfairness" and "ethics" and expressed his opinion on the subject.

D. THOUGHTS REGARDING THE BEHAVIOR OF THE CITY DEPARTMENTS AS OUTCOME FROM THE ABSENCE OF APPROPRIATE OVERSIGHT

(At the request of the Chair, this item was removed from the agenda.)

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

Councilmember Bartee spoke regarding the request for quarterly meetings. He stated that a temporary test would be to consider a bi-monthly schedule, on an experimental base, to see whether [the schedule] has a positive or negative impact on [the Commission's] ability to follow through with [its] plan of work for 2008.

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

No report

11. POLICE DEPARTMENT LIAISON'S REPORT (Lt. Nichelman)

A. QUARTERLY STATISTICS

Lieutenant Nichelman discussed the Internal Affairs report, the relationship between the Commission and the Police Department and

replied to questions regarding the report format and statistics.

12. COMMUNITY FORUM

Liat Meitzenheimer - spoke regarding the contention of the Commission's position towards staff, City Council and the City Manager's office and the possibility of changing the frequency of Commission meetings

13. POLICY ITEMS

A. REVIEW OF WORK PLAN FOR 2008

AIDS Forum: Commissioner Chun reported that the Forum was successful and that it is his hope to continue to [participate] in future events. The Chair also attended the Forum and reported that the Commission provided 300 bottles of water for the event.

Nepotism Policy: The Chair discussed the Nepotism policy and stated that the Commission may consider working on this policy.

Issues Criteria: The Chair reported that work has been completed on this task.

The Chair stated that in light to staffing problems and funding problems in the community, it was decided not vote on final approval of the Work Plan.

12. ADMINISTRATIVE ITEMS

A. STATUS OF CLAIMS – VICE CHAIR ABDUL-GHANE

The Chair reported that he is working on a new claim regarding a housing voucher and an on-going claim regarding tree issues in the Glen Cove area. He stated that this issue involves Code Enforcement and the Tree Maintenance Director.

B. STATUS OF RULES ORDER/BY LAWS

No report

13. COMMUNITY ACTIVITIES

None

14. ADJOURNMENT

The meeting was adjourned at 8:03 p.m.

Respectfully submitted,

Debora R. Boutté

Debora R. Boutté, Staff/Secretary
Human Relations Commission

**CITY OF VALLEJO
HUMAN RELATIONS COMMISSION
7:00 P.M. – January 23, 2008
City Council Chambers, 555 Santa Clara Street
Vallejo, CA 94590**

MINUTES

1. CALL TO ORDER

The regular meeting of the Human Relations Commission was called to order at 7:28 p.m. by Chairman Abdul-Ghanee.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Commissioners Abdul-Ghanee, Nelson, Jordan and Lawson

Absent: Commissioners Dunbar, Bitagon and Chun

Also Present: Debora Boutté, Staff

4. PUBLIC COMMENT REGARDING CONSENT CALENDAR ITEMS

None

5. CONSENT CALENDAR AND APPROVAL OF AGENDA

It was moved by Commissioner Nelson and seconded by Commissioner Lawson to approve the Consent Calendar.

A. APPROVAL OF THE AGENDA

B. APPROVAL OF THE MINUTES OF THE SPECIAL MEETING HELD
JANUARY 5, 2008 (as revised)

The Consent Calendar was approved by unanimous vote.

6. WRITTEN COMMUNICATIONS

A. Ms. Boutte provided City e-mail addresses and a CAHRO membership information packet.

7. STAFF REPORT

- A. Ms. Boutte reported that the City Manager has requested that she prepare an Ordinance change recommending that Human Relations Commission meet quarterly instead of monthly.

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

The Chair reported the following: he reviewed the applications for the Human Relations Commission; did some outreach in the Hispanic community to search for potential commissioners; that Ms. Boutte has placed a holder for Human Relations Commission brochures in the lobby area; he attended the Filipino Chamber business mixer; and, that attended a reception of the Black Chamber. He reminded new Commissioners to get ID badges (Ms. Boutte will follow-up). He further reported that he: received an e-mail message from Commissioner Lawson regarding a problem with vacant housing in Country Club Crest (to be forwarded to Economic Development); met with Information Services regarding the taping of the Commission meetings (Commission meetings will be taped effective at the February meeting); and, that Ms. Young reported that expulsions are done compared to this time last year. The Chair also visited the Community Day School, and met with Janet Flores of Solano County Mental Health who will invite the Commission to participate in a future event. Regarding a meeting the Chair had with the City Manager, he reported that the Commission could do all of the work [related to the Commission] and expressed that the commission would do all they could do to relieve staff of some of the "burden" of staffing the Commission.

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

None

10. COMMUNITY FORM

Neal Balber – spoke regarding community relations and the Police Department

11. POLICY ITEMS

A. REVIEW OF WORK PLAN FOR 2008

The Commissioners were assigned to the following Advisory Committees as follows:

Diversity Appreciation: Commissioner Lawson

Tension and Conflict: Commissioner Nelson

Education: Chairman Abdul-Ghanee (temporary appointment)

It was moved by Commissioner Nelson and seconded by Commissioner Jordan to approve the draft Work Plan and to return the Work Plan with a resolution for final approval. Commissioner Jordan recommended that the Commission review the Work Plan and that Items E, F, G, H and Section II be deleted and that Item B be deleted from Section 4-E and that Section 4-F be reconsidered for this year and Item B, Section 3 be deleted.

The motion as approved by the following vote:

AYES: Commissioners Abdul-Ghanee, Jordan, Lawson and Nelson

NOES:

ABSENT: Commissioners Bitagon, Chun and Dunbar

B. DEVELOPMENT OF THE ISSUES CRITERION

It was moved by Commissioner Jordan and seconded by Commissioner Lawson to accept the Issues Criterion as presented.

The motion as approved by the following vote:

AYES: Commissioners Abdul-Ghanee, Jordan, Lawson and Nelson

NOES:

ABSENT: Commissioners Bitagon, Chun and Dunbar

12. ADMINISTRATIVE ITEMS

A. STATUS OF CLAIMS – VICE CHAIR ABDUL-GHANE

Jacqueline Griffin – regarding eviction (open)

Peter Shimans – denied Housing Choice Voucher (open)

B. STATUS OF RULES ORDER/BY LAWS

No report

13. COMMUNITY ACTIVITIES

Commissioner Jordan thanked the Commission for participating in the Martin Luther King, Jr. Parade. He also reported on the Community Forum Willie B. Adkins "Education is a Civil Right" and an Educational Forum on diabetes (contact Paula Welch).

The Chair acknowledged students Kenny Ray Lewis and Camden Burroughs and Commissioners Lawson and Nelson for their participation in the parade.

The Chair recommended and the Commission agreed to send one representative to the Willie B. Adkins "Education is a Civil Right" forum on February 16, 2008 at Hogan High from 9 am to 4 pm.

Commissioner Jordan announced that the AIDS forum will be held at City Hall on March 5 from 6-9 p.m. Commissioner Chun will follow-up with the forum Chair regarding supporting the event.

This meeting was dedicated to the memory of Commissioner Jordan's father and brother.

14. ADJOURNMENT

The meeting was adjourned at 9:10 p.m.

Respectfully submitted,



Debora R. Boutté, Staff/Secretary
Human Relations Commission

**CITY OF VALLEJO
HUMAN RELATIONS COMMISSION
7:00 P.M. – November 28, 2007
City Council Chambers, 555 Santa Clara Street
Vallejo, CA 94590**

MINUTES

1. CALL TO ORDER

Chairperson Abdul-Ghaneer called the regular meeting of the Human Relations Commission to order at 7:11 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Commissioners Abdul-Ghaneer, Bitagon, Chun, Jordan*, Lawson and Nelson

Absent: Jordan Commissioner Dunbar

Also Present: Debora Boutté, Staff

*Arrived after roll call

4. PUBLIC COMMENT REGARDING CONSENT CALENDAR ITEMS

None

5. CONSENT CALENDAR AND APPROVAL OF AGENDA

It was moved by Commissioner Bitagon and seconded by Commissioner Lawson to approve the Consent Calendar.

A. APPROVAL OF THE AGENDA

B. APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD OCTOBER 24, 2007.

The Consent Calendar was approved by unanimous vote.

6. WRITTEN COMMUNICATIONS

None

7. STAFF REPORT

None

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

Commissioner Bitagon attended the Senior Roundtable Meeting on November 8, 2007 in which they discussed Mental Health. The next meeting is scheduled for January 10, 2008. Additionally, she invited the Commission to the Christmas dinner at the Senior Center.

Chairperson Abdul-Ghanee stated that he spoke with HRC Council Liaison Gomes regarding the Commission assisting with the problem of less funding for the Non-Profits Agencies. He briefly discussed the issue of Commissioners receiving City e-mail addresses and that Kenny Lewis was here to address them during the Public Forum. Chairperson Abdul-Ghanee also stated that he met with the Vallejo Times Herald (VTH) regarding their blog and VTH shut the blog down today.

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

None

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

A. STATUS REPORT

Dr. Young provided a summary of what the Student Support Services Program does and the related statistics for the Vallejo Unified School District.

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

A. QUARTERLY STATISTICS

None

12. COMMUNITY FORUM

Kenny Lewis addressed the Commission regarding the Stop the Violence Track Meet that is held during the second week of August each year.

13. POLICY ITEMS

None

14. ADMINISTRATIVE ITEMS

A. STATUS OF CLAIMS – VICE CHAIR ABDUL-GHANE

Commissioner Abdul-Ghane stated that he would provide an update at the next regularly scheduled Commission meeting.

B. HOLIDAY MEETING SCHEDULE

The Commission discussed whether to hold the December 26, 2007 meeting. The Commission voted to cancel the meeting.

It was moved by Commissioner Jordan and seconded by Commissioner Lawson to cancel the December 26, 2007 meeting.

The cancellation of the December 26, 2007 meeting was approved by unanimous vote.

C. WORK PLAN STUDY SESSION FOR 2008

The Commission discussed possible dates for the special meeting to discuss the Work Plan for the coming year. The Commission decided to hold the special meeting for the Work Plan session on January 5, 2008 at the Mare Island Conference Center and directed Staff to schedule that date and provide notice to the Commission.

D. STATUS OF RULES ORDER/BY LAWS

Commissioner Jordan will provide a draft of the rules of order at the next regularly scheduled Commission meeting.

15. COMMUNITY ACTIVITIES

Commissioner Bitagon provided the date (12/25/2007) for the Christmas Dinner at the Senior Center from 11:00 a.m. - 2:00 p.m.

16. ADJOURNMENT

The meeting was adjourned at 7:58 p.m.

Respectfully submitted,

Debora R. Boutte

Debora R. Boutté, Staff/Secretary
Human Relations Commission



TO: Human Relations Commission

FROM: Mustafa Abdul-Ghanee, Chair

SUBJECT: Human Resources Staffing

BACKGROUND AND DISCUSSION

In the aftermath of being made aware of the insufficiency of funds in the City's 2008/2009 budget, the City Council has, in addition to other cuts, approved a recommendation to reduce Human Resources Department (HR) staffing.

In consideration of the fact that HR staffs the Commission and in recognition of the importance of the work HR does to support City employees and the impact a reduction in staffing may have on the ability of the Commission to do its work it is appropriate for the Commission to consider whether to advise the Council of its thoughts regarding these proposed reductions.

One element of a discussion of this nature must include consideration of the increasing importance of leveraging "good human relations among people in the community" and "positive interactions between and among people and groups in the community," toward finding solutions to the City's budget problems.

Another would undoubtedly be discussion of the importance of retaining functioning knowledge bases within City departments. Debora Boutté, Human Resources Operations Manager, who currently staffs the Commission and whose position is scheduled to be cut is representative of an employee who possesses indispensable knowledge. She has on numerous occasions brought her knowledge and abilities to bear on matters before the Commission. Additionally, she is well invested in the Community as a resident. The importance of retaining, not only Ms. Boutté, but any employee of her caliber cannot be overstated.

Presentation to the City Council

If the Commission indicates a desire to communicate its thought on these matters, either an appropriate letter or report will be prepared and submitted to the Council for its consideration.

RECOMMENDATION

Provide direction to the Chair regarding whether the Commission wishes to communicate to the Council concerns regarding reduced staffing of the Human Resources Department and the importance of human relations in finding solutions to the City's budget problems.

DOCUMENTS ATTACHED

None

PREPARED BY/CONTACT:

Mustafa Abdul-Ghanee, Chair, Human Relations Commission, (707) 647-4906, or mabdulghanee@ci.vallejo.ca.us



CITY OF VALLEJO

Agenda Item No. 13C

HUMAN RELATIONS COMMISSION

Date: April 23, 2008

TO: Human Relations Commission

FROM: Mustafa Abdul-Ghanee, Chair

SUBJECT: Fund Raising

BACKGROUND AND DISCUSSION

Recent events suggest that the Commission would benefit from the availability of funding in addition that provided by the Council via the general fund. Possible sources of funding are fund raising projects and/or grants. This item is meant to open a discussion of funding options and the interest in pursuing fund raising.

Approval by the City Council

If the Commission indicates a desire to pursue fund raising, a request to proceed will be prepared and presented to the Council for approval.

RECOMMENDATION

Provide direction to the Chair regarding the desirability of proceeding with fund raising and direct Staff to work with the Chair in seeking Council approval of said activity.

DOCUMENTS ATTACHED

None

PREPARED BY/CONTACT:

Mustafa Abdul-Ghanee, Chair, Human Relations Commission, (707) 647-4906, or mabdulghanee@ci.vallejo.ca.us

HUMAN RELATIONS 2008 WORK PLAN

I. DIVERSITY APPRECIATION	
- Promoting Diversity, Fairness, Equity and Justice	
A. Aging And Disabled	
1. Continue Our Liaison With The Senior Round Table	
2. Agendize A Discussion On Issues Relating To The Disabled In The Community	
B. Equal Employment	
1. Assist Human Resources With Design Of Policy	
(a) Administrative Rules: EEO, Sexual Harassment, Nepotism, Americans With Disability Act, Discrimination And Others As Necessary And Applicable	
2. Assist Human Resources With Guidelines For The Policy	
C. Aids Forum	
1. Continue Participation In Annual Event	COMPLETED
D. Participate In Community Events That Celebrate Diversity	
1. Continue Participation Community Events That Celebrate Diversity	
E. Lead Community In Discussions Around Issues Relating To Fairness, Equity And Justice	

HUMAN RELATIONS 2008 WORK PLAN

II. TENSION AND CONFLICT	
A. Community Project (Front Porch Initiative, Including Code Enforcement)	
1. Continue With The Follow-Up Work Generated Out Of The Front Porch Initiative	
(a) City Wide Volunteer Program	
B. Mediation	
1. Training – As Feasible/Necessary Train New Commissioners	
2. Providing Mediation Services To Community	
3. Maintain Commissioner Mediation Certification	
C. Police Statistics	
1. Develop Purpose Statement for Continued Receipt Of Police Statistics	
2. Keep Current On Police Statistics And Incorporate In Year End Report To Council	
D. Claims/Complaints	
E. Mini-Can Garbage Assistance	
1. Representatives From City Staff And Vallejo Garbage Service Will Present Information On This Topic To The Commission	
F. Non-Profit Funding Assistance	
G. Homelessness	
1. Agendize A Discussion On Issues Relating To The Homelessness In The Community	
H. Hunger	
1. Agendize A Discussion On Issues Relating To The Hunger In	

HUMAN RELATIONS 2008 WORK PLAN

The Community	
III. EDUCATION & PUBLIC SCHOOLS	
A. School Liaison	
1. Continue Working With Assigned School Liaison	
B. Volunteer Program	
1. Agendize Discussion Working With The School District To Establish A Volunteer Program	
C. Expulsions	
1. Agendize Discussion Working With The School District On The Issue of Student Expulsions	

HUMAN RELATIONS 2008 WORK PLAN

IV. ADMINISTRATION AND POLICY	
A. Work Plan Review	
1. Finalize 2008 Work Plan and provide to Council for Information	
2. Develop Year End Report On Accomplishments To Provide To City Council	
B. By-Laws	
1. Develop And Adopt By-Laws For The Commission	
C. California Association Of Human Relations Organizations (CAHRO)	
1. Research Uses For CAHRO And Maintain Membership	
D. Human Relations Ordinance	
1. Revisit And Finalize Any Changes For Council Approval	
E. Relations With Other Commissions And City Departments	
1. Develop Liaisons As Needed	
F. Develop "Issues" Criteria	
1. Develop And Adopt Issues Criteria	COMPLETED
G. Establish Three Advisory Committees	
1. Diversity Appreciation (CMR. LAWSON)	
2. Tension And Conflict (CMR. NELSON)	
3. Education & Public Schools (CHAIR ABDUL-GHANEY)	