



City Hall
Council Chambers
555 Santa Clara Street
Vallejo, CA 94590
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AGENDA

HUMAN RELATIONS COMMISSION REGULAR MEETING - 6:00 P.M. APRIL 22, 2015

COMMISSIONERS
Mustafa Abdul-Ghanee, Chair
Alvaro Garcia, Vice Chair
Rafael Carbungco
Loretta Gaddies
Aliah MaJon, EdD

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.ci.vallejo.ca.us> 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**
 - A. **Review of Examples of Missions/Activities of Human Relations Commissions**
Contact: Kay Winer, Interim Executive Secretary, 648-4102
 - B. **Review of the City's Commissions, Committees and Boards 2014 Survey Results**
Contact: Kay Winer, Interim Executive Secretary, 648-4102
 - C. **Review of Vallejo Times Herald Articles Related to the Florence Douglas Senior Center**
Contact: Kay Winer, Interim Executive Secretary, 648-4102
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 regular meeting on January 28, 2015
Contact: Kay Winer, Interim Executive Secretary, 648-4102
7. **OLD BUSINESS**
 - A. **Development of Human Relations Commission's 2015 Work Plan**
Recommendation: Continuing discussions, review the Human Relations 2008 Work Plan as an example, and provide direction on development of the commission's 2015 Work Plan
Contact: Kay Winer, Interim Executive Secretary, 648-4102
8. **NEW BUSINESS**
 - A. **Adoption of Rules of Order for the Human Relations Commission**
Recommendation: By motion, adopt Rules of Order for the Human Relations Commission upon discussions and consideration of Rosenberg's Rules of Order
Contact: Kay Winer, Interim Executive Secretary, 648-4102

B. Adoption of By-Laws for the Human Relations Commission

Recommendation: By motion, adopt By-Laws for the Human Relations Commission; 1) using the Housing and Redvelopment Commission By-Laws as an example; 2) using Vallejo Municipal Code Chapter 2.26 for information; and 3) using Vallejo Municipal Code Chapter 2.40 referenced in Ordinance No. 1698 N.C. (2d) for information

Contact: Kay Winer, Interim Executive Secretary, 648-4102

C. Determining Identity and Framework for Efforts of the Human Relations Commission

Recommendation: Discuss the following exercise prepared by Commissioner Aliah K. MaJon, in consult with Chair Mustafa Abdul-Ghane, to assist in determining the identity and framework for efforts of the Human Relations Commission: 1) Please share your personal vision for your role – and for the work – of the Human Relations Commission; 2) What would you like us to be known for (our mission) as Vallejo's Human Relations Commission; and 3) How do you see us carrying out our role in Vallejo?

Contact: Kay Winer, Interim Executive Secretary, 648-4102

D. Consideration of a Special Meeting

Recommendation: Discuss and determine the need for a special meeting prior to the next regularly scheduled July 22, 2015 Human Relations Commission meeting to further efforts on development of the commission's 2015 Work Plan

Contact: Kay Winer, Interim Executive Secretary, 648-4102

9. COMMISSIONER REPORTS

10. REPORT OF THE EXECUTIVE SECRETARY

11. 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.

12. FUTURE AGENDA ITEMS

13. ADJOURNMENT

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We, Mustafa Abdul-Ghane, Chair, and Kay Winer, 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 4:00 p.m., Thursday, April 16, 2015.

Dated: April 16, 2015


Mustafa Abdul-Ghane, Chair


Kay Winer, Interim Executive Secretary