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10 **HUMAN RELATIONS COMMISSION**

11 **Saturday, August 28, 2010**

12 Lucie Stern Community Center

13 Fireside Room

14 1305 Middlefield Rd.

15 9:00 AM  
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19 **ROLL CALL: Commissioners Present:** Bacchetti, Chen, Ezran, O’Nan, Savage, Verma, **Staff:** Greg  
20 Hermann, Amy Johnson, Greg Betts, Minka van der Zwaag, Debbie Park, **Facilitator:** Jack Hamilton  
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22 **ORAL COMMUNICATIONS:**

23 None  
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25 **APPROVAL OF MINUTES:**

26 None  
27

28 **AGENDA CHANGES, REQUESTS, and DELETIONS:**

29 None  
30

31 **BUSINESS**

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33 **1. WELCOME AND INTRODUCTIONS:**

34 Mr. Jack Hamilton briefly explained the “group agreements” for the meeting. Each commissioner spoke  
35 briefly about what drew them to want to apply to the HRC.  
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37 **2. DISCUSSION OF ROLES AND RESPONSIBILITIES:**

38 Mr. Greg Hermann announced that Ms. Minka van der Zwaag, Manager of the Office of Human  
39 Services will be taking over as Liaison to the HRC effective October. He will assist her with the  
40 September meeting and then she will take over.  
41

42 Commissioner Bacchetti discussed the expectations of commissioners, roles and responsibilities  
43 referencing the HRC Handbook and Municipal Code 2.22.050.  
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45 **3. DISCUSSION OF HSRAP PROCESS:**

46 Ms. van der Zwaag briefly discussed what HSRAP was for the benefit of the new commissioners. She  
47 discussed the sole source agencies, and general funding. She updated the commissioners on what the  
48 subcommittee has planned which is to invite experts to come to a forum to help educate the staff as to  
49 continuing and emerging needs. After the forums occur, staff will present findings to the HRC, and

50 request recommendations.

51 There was a brief discussion about the difference between sole source funding and general contracts and  
52 whether the forums should be publicly noticed, and that Commissioners Ezran, O’Nan, and Verma will  
53 attend on Wednesday, September 8 regarding Children/Youth/Seniors and Commissioners Ezran,  
54 O’Nan, and Chan will attend on September 9 regarding Basic Needs.

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56 **4. HRC PRIORITIES:**

57 Commissioner Savage read over the list of accomplishments from the previous year and there was a  
58 brief discussion regarding items that were missing which staff will add to final list.

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60 Mr. Hermann discussed briefly what a priority is. There was a group discussion about the need to define  
61 goals as part of a proactive component to the work done by the HRC in addition to the reactive  
62 component of what the HRC does.

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64 There was a group discussion about determining the priorities and defining action items so that there are  
65 more measurable outcomes, as well as setting a two-phased approach which will include the results from  
66 the HSRAP forums. It was staffs recommendation to have more project-based priorities.

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68 **COMMISSIONER SAVAGE MADE A MOTION FOR THE HRC TO ADOPT TWO**  
69 **PRIORITIES: (1) YOUTH WELL-BEING, AND (2) HUMAN RELATIONS NEEDS**  
70 **ASSESSMENT. ALL OTHER SUGGESTED PROJECTS/PRIORITIES TO BE LISTED**  
71 **UNDER ONE OF THESE TWO PRIORITIES.**

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73 **DISCUSSION: COMMISSIONER EZRAN AMENDED THE MOTION TO ADD A THIRD**  
74 **PRIORITY (3) COMMUNITY BUILDING. AYES: 2, NAYS: 4, MOTION NOT PASSED.**

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76 **ORIGINAL MOTION WAS VOTED AYES: 4, NAYS: 2, MOTION PASSED.**

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79 **REPORTS FROM OFFICIALS:**

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81 **A. Commissioner Reports: NONE**

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83 **B. Council Buddy Reports: NONE**

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85 **C. Council Liaison Report: NONE**

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87 **D. Staff Liaison Report:**

88 Ms. van der Zwaag spoke about a request she received from the Planning Department for the HRC to  
89 review staff recommendations for Community Development Block Grant Funding and then make a  
90 recommendation to the Finance Committee. This will be agendized for next meeting.

91  
92 Mr. Hermann announced that there will be new universal speaker card that are mandated by City  
93 Council and to be used by City Council and all Boards and Commissions. He also reported that the  
94 committee will be developing a brochure that will include some of what the HRC speaker cards had.

95  
96 Ms. van der Zwaag also reported that the Council on Aging is looking for a representative from Palo  
97 Alto to sit on the Council. Staff will send out the qualifications and is asking for recommendations  
98 to be sent to CSD Department Director, Greg Betts.

- 99 **ANNOUNCEMENTS**  
100 Commissioner Savage announced that she was invited to a Press Conference regarding suicide in the  
101 military. She will send the information to the Project Safety Net Chairperson.  
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- 104 **CALL FOR AGENDA ITEMS**  
105 Review of Retreat  
106 Continued Discussion of HRC Priorities  
107 Update on HSRAP Process  
108 Discussion of HRC to be review body for CDBG Funding  
109 Election of Officers  
110 Update on Project Safety Net  
111 Committee/Liaison Assignments  
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- 114 **ADJOURNMENT**  
115 The meeting adjourned at 12:45pm.