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10 **HUMAN RELATIONS COMMISSION**

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12 **SPECIAL MEETING**
13 **Wednesday, July 20, 2011**
14 Council Conference Room
15 Palo Alto Civic Center
16 250 Hamilton Avenue
17 7:00 PM
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21 **ROLL CALL: Commissioners Present:** Bacchetti, Bernardo, Chen, Ezran, O’Nan, Savage,
22 **Staff:** Minka van der Zwaag, Amy Johnson
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25 **ORAL COMMUNICATIONS: None**
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28 **APPROVAL OF MINUTES:**

29 Commissioner Ezran made a motion to approve the minutes as corrected of the April 14, 2011 meeting.
30 Seconded by Commissioner Chen AYES: unanimous.
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33 **AGENDA CHANGES, REQUESTS, and DELETIONS:**
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36 **BUSINESS**
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38 **1. HUMAN NEEDS ASSESSMENT: PROGRESS REPORT**

39 Commissioner O’Nan briefed the commission on the work done by the subcommittee to date. The
40 committee has met several times. The focus of the needs assessment is to determine any service gaps or
41 emerging needs. She introduced the intern Ms. Ranae Stavros, who is hired by the Office of Human
42 Services to work on this project. Ms. Stavros explained that she has started collecting research,
43 compiling a list of survey questions, and considering possible focus groups.
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45 The commissioners shared their comments with staff and made suggestions regarding the Needs
46 Assessment such as: suggested researching other cities for comparison of similar processes, the
47 importance of understanding the difference between sole source agencies and other applicants, whether
48 organizations outside of Palo Alto should be eligible to apply for funding or if the money should stay in
49 Palo Alto, and the changing demographics in Palo Alto affecting future needs.

50 **2. HRC RETREAT PLANNING**

51 Ms. van der Zwaag explained that a date must be selected for the Retreat. After a brief discussion, it
52 was decided that the commissioners would participate in an email poll from possible dates selected by
53 staff. They discussed having a facilitator. They discussed possible agenda items for discussion such as
54 more collaborations, accomplishments, new priorities and election of next chair and vice chair.
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57 **3. HRC/CITY COUNCIL JOINT STUDY SESSION PLANNING**

58 Chair Bacchetti provided a draft outline of discussion topics for the study session on August 1, 2011.
59 He asked for comments.
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62 **4. REPORT ABOUT GENERATIONS UNITED**

63 The commissioners discussed the difficulty of taking on new projects because of the current efforts
64 being made for youth well-being. They agreed to bring back this discussion at a future meeting.
65 Suggestions were also made to discuss finding ways to bring about more intergenerational projects like
66 encouraging high school youth to eat lunch at Avenidas with seniors and creating incentives for youth
67 and seniors to interact. Examples were given like creative writing workshops and meetings such as
68 Stanford University staff holding functions at JCC to update residents on specific topics to keep them
69 updated on what is going on.
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72 **5. UPDATE ON PROJECT SAFETY NET**

73 Commissioner Bacchetti reported that there will be a Palo Alto version of the survey results as a
74 brochure coming out soon. He also discussed briefly about banners being hung, printed information and
75 that they hired a consultant to help with planning next steps.
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78 **6. UPDATE ON YOUTH RECOGNITION**

79 Commissioner Chen reported that she, Commissioner Ezran and Ms. van der Zwaag attended a meeting
80 of PAUSD and City Council Members on June 16th and that there was no strong response from City
81 Council regarding the award. The commissioners discussed ideas for the award: people who overcame
82 adversity; don't make the award "all encompassing" because it may be too complicated to administer;
83 have a city award for civic engagement; have an award that relates to developmental assets; an award
84 that encourages residents to engage in citizen programs.
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87 **7. REPORT ON WORLD MUSIC DAY**

88 Commissioner Ezran reported that the event was very successful with an estimated attendance of about
89 21,000 visitors. The estimation was done by an experimental device that reads cell phones. The event
90 included 45 performers, many of them were returning. There were some issues with musician
91 placement and amplifier interference. The committee still needs to hold a debriefing meeting to discuss
92 next steps and more innovations.
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95 **8. REPORTS FROM OFFICIALS:**

96 **A. Commissioner Reports:**

97 Commissioner Savage mentioned the living in vehicles issue and that the City of Palo Alto is the only
98 city that allows it. The issue is scheduled for the Sept. 12, City Council meeting. She also reported that

99 the Community Advisory Group discussed open vs. closed meetings and decided to have a few open
100 meetings.
101 Commissioner O’Nan reported that the Palo Alto Mediation Program will be increasing their marketing
102 outreach.

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104 Commissioner Bacchetti reported that he had lunch with the Santa Clara County Human Relations
105 Commission head. He also reported that the email account is operative.

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107 **B. Council Buddy Reports:**

108 None

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111 **C. Council Liaison Report:**

112 None

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115 **D. Staff Liaison Report:**

116 Ms. van der Zwaag reported that after 10 years of operation, the Family Resources Program has lost its
117 staff person. She is currently looking into ways to keep the website, database and Kiosks updated once a
118 year. The status of the Ambassador Program is still unknown. She also reported that the City is
119 updating its Comprehensive Plan and that she will send the link to the website to the commissioners so
120 that they can send comments and/or questions.

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123 **ANNOUNCEMENTS**

124 None

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127 **CALL FOR AGENDA ITEMS**

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131 **ADJOURNMENT**

132 The meeting adjourned at 8:25pm