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11 **SPECIAL MEETING**

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13 **HUMAN RELATIONS COMMISSION**

14 **Thursday, October 13, 2011**

15 Council Conference Room

16 Palo Alto Civic Center

17 250 Hamilton Avenue

18 7:30 PM
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22 **ROLL CALL: Commissioners Present:** Bacchetti, Bernardo, Ezran, O’Nan, Savage, Verma

23 **Council Liaison:** Gail Price **Staff:** Minka van der Zwaag, Amy Johnson
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26 **ORAL COMMUNICATIONS:**

27 Ms. Karen Purvis, a homeless woman explained that she applied for a two bedroom apartment at Oak
28 Manor Townhomes and upon arrival to her appointment there, she was told that the apartment had been
29 rented to someone else already. She felt that she had been discriminated against.
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32 **APPROVAL OF MINUTES:**

33 Commissioner Bacchetti made a motion to approve the minutes as corrected of the July 20, 2011
34 meeting, seconded by Commissioner Verma. AYES: unanimous.
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36 Commissioner Verma made a motion to approve the minutes as corrected of the September 16, 2011
37 meeting, seconded by Commissioner Bacchetti. AYES: unanimous.
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40 **AGENDA CHANGES, REQUESTS, and DELETIONS:**

41 None
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44 **BUSINESS**

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46 **1. DISCUSSION OF DRAFT MOU FOR PROJECT SAFETY NET**

47 Commissioner Bacchetti provided background information. He explained that the draft MOU he
48 prepared is realistic as to what the HRC can expect to accomplish. He also provided a handout of the
49 survey results from Palo Alto kids as backup information. He summarized the draft MOU by saying that

50 it had seven bullet points which cover what the HRC intends to do and a statement on the back which
51 explains that the Human Services Needs Assessment is expected to take up most of the commissioners
52 time. He asked for comments and said that he would like it approved tonight, if possible. He announced
53 that Project Safety Net received the Helen Putnam Award from the League of Cities. Ms. van der
54 Zwaag invited the commissioners to participate in “Gate Keeper” training. The commissioners
55 discussed the draft MOU and the importance of the commissioners being champions to assist with the
56 work and the agreements on the MOU. Staff was asked to look into including the “Asset of the Month”
57 on future agendas.

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59 **COMMISSIONER O’NAN MADE A MOTION TO APPROVE THE DRAFT MOU WITH**
60 **CORRECTIONS, SECONDED BY COMMISSIONER SAVAGE. AYES: UNANIMOUS.**

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63 **2. FINALIZE NEW HRC PRIORITIES FOR 2011-2012**

64 The commissioners discussed and finalized their priorities with no changes. Staff was asked to look into
65 the possibility of occasionally holding meetings at other venues as a way to encourage participation and
66 civic engagement.

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69 **3. UPDATE ON HUMAN SERVICES NEEDS ASSESSMENT**

70 Commissioner O’Nan reported that the subcommittee is continuing to make progress on the Needs
71 Assessment. On October 26th and 27th they have setup a meeting with the current HSRAP recipients in
72 an effort to gather information. She also reported that she has been working with staff to refine the
73 questions that will be asked, the tools and training that will be needed for this and future stakeholder
74 meetings.

75
76 Ms. van der Zwaag commented that in an effort to ease any anxiety the commissioners may have about
77 leading focus group sessions, they are welcome to attend the first two scheduled that were previously
78 mentioned. as a demonstration, because she will be leading them. She said that she will be creating tool
79 kits for each focus group meeting that will everything needed. She passed around a sign-up sheet for
80 focus group meetings and stakeholder interviews.

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82 Councilmember Price suggested that notes be prepared immediately following each meeting that can be
83 used as a tool for improving future meetings.

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86 **4. DISCUSSION TO ORGANIZE A LOCAL AREA HRC BREAKFAST**

87 Commissioner Ezran mentioned that for the last two years City of Palo Alto HRC has been invited to
88 attend a breakfast meeting hosted by City of Mountain View’s HRC. It has been mentioned that the
89 City of Palo Alto’s HRC might host the next one.

90
91 Commissioner O’Nan reported that she can get the list of invitees from the Staff Liaison for Mountain
92 View HRC and that in a previous conversation she was told the expenses have been minimal. There was
93 a brief discussion about staff support for this if the commissioners agree to host a future breakfast. Ms.
94 van der Zwaag said that can commit staff to helping out if an HRC subcommittee is setup. There was a
95 discussion about having structure and content planned for the meeting so that it is substantive and not
96 just a social gathering. Commissioner Bernardo said she will look into hosting the event, but will need
97 to confirm this later. Commissioners Ezran, Bernardo, Verma and O’Nan agreed to be on a
98 subcommittee to plan the event.

99 **5. NEW ASSIGNMENTS FOR HRC LIAISONS/COMMITTEES & COUNCIL BUDDIES**

100 The commissioners discussed the following list of Committees/Liaisons/Council Buddy:

101
102 Palo Alto Youth Council: Commissioners Theresa Chen and Dolores Bernardo

103 CDBG: No assignment at this time

104 HSRAP: No assignment at this time

105 Palo Alto Mediation Program: Commissioner Jill O’Nan

106 Police Dept Community Advisory Group: Commissioners Ray Bacchetti, Daryl Savage
107 Claude Ezran

108 Project Safety Net: Commissioner Ray Bacchetti

109 Police Chief: Commissioners Daryl Savage, Sunita Verma and Dolores Bernardo

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111 Council Buddy Assignments:

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|--------------------------------|---|-------------------------------------|
| 112 Mayor Sid Espinoza | - | Chair, Commissioner Claude Ezran |
| 113 Vice-Mayor Yiaway Yeh | - | Vice-Chair, Commissioner Jill O’Nan |
| 114 Councilmember Karen Holman | - | Commissioner Sunita Verma |
| 115 Councilmember Gail Price | - | Commissioner Dolores Bernardo |
| 116 Councilmember Greg Scharff | - | Commissioner Daryl Savage |
| 117 Councilmember Greg Schmid | - | Commissioner Ray Bacchetti |

118
119 Commissioner Ezran said he would contact Commissioner Chen regarding her Council Buddy
120 assignment.

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123 **6. REPORTS FROM OFFICIALS:**

124 **A. Commissioner Reports:**

125 Commissioner O’Nan reported that she has not been able to meet with Palo Alto Mediation Program but
126 that she has met the new co-chairs and they will be coming to the November HRC meeting to request
127 approval of new mediators.

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129 Commissioner Bacchetti reported that the Citizen Advisory Group met last Tuesday and discussed
130 several items: shooting in Cupertino, no incident of taser use for 15 months, Police Auditors Report
131 showed only 4 complaints out of 13,000 calls, they continued to discuss open meetings which will be the
132 subject of next months meeting.

133
134 Commissioner Bernardo reported that she has been diagnosed with Thyroid Cancer and will be
135 temporarily unavailable while she recuperates from surgery.

136
137 Commissioner Savage added a comment to the previous report regarding the Citizen Advisory Group,
138 that their two-year term is coming to an end, and that there will be a decision made soon regarding the
139 continuation of the committee.

140 Commissioner Ezran reported that he went on a ride-a-long with PAPD and he found it to be a very
141 interesting experience because he saw a lot of people ruining their lives. He reported that he attended a
142 meeting regarding the city’s Comprehensive Plan; it was a good session and he is looking forward to
143 reviewing the minutes. He also reported that he attended the Santa Clara County HRC meeting as a
144 private citizen speaking against the death penalty. He reported that he put a Palo Alto housing renter in
145 touch with Palo Alto Mediation Program because of a Sukkah and Christmas Tree issue.

148 **B. Council Buddy Reports:**

149 None

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152 **C. Council Liaison Report:**

153 Councilmember Price reported that the Living in Cars Ordinance will be scheduled for Policy and
154 Services Committee in November. Curtis Williams, Director of Planning Dept. is looking into how
155 other communities have handled this issue.

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158 **D. Staff Liaison Report:**

159 None

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162 **ANNOUNCEMENTS**

163 None

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166 **CALL FOR AGENDA ITEMS**

167 Palo Alto Mediation Program- Appointment of New Mediators

168 Update on Human Services Needs Assessment

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171 **ADJOURNMENT**

172 The meeting adjourned at 8:45pm.