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12 **HUMAN RELATIONS COMMISSION**  
13 **Thursday, December 8, 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, Verma  
22 **Staff:** Minka van der Zwaag, Amy Johnson  
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25 **ORAL COMMUNICATIONS:**

26 Mr. Joe Webb, a Woodside resident provided a handout with newspaper articles. He spoke against a  
27 stage production at the Community Theater put on by the Palo Alto Players that he believed was an  
28 attempt to defame white southerners.  
29

30 **APPROVAL OF MINUTES:**

31 Commissioner Verma made a motion to approve the minutes as corrected of the November 10, 2011  
32 meeting. Seconded by Commissioner O’Nan. AYES: Unanimous.  
33

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

35  
36 None  
37

38 **BUSINESS**

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40 **1. UPDATE ON HUMAN SERVICES NEEDS ASSESSMENT:**

41 Commissioner O’Nan commented that the committee has made progress. They have held two  
42 focus groups with the help of the Palo Alto Mediation Program. The questions for stakeholder’s  
43 interviews are finalized. She recognized Commissioner Bacchetti for conducting several  
44 interviews with Palo Alto Police Department. The committee will be working next on the  
45 research phase of the project.  
46

47 Staff Liaison, Ms. van der Zwaag, reported that all but one recipient of HSRAP funding has  
48 attended a focus group session. The biggest issues that were discussed were housing,  
49 transportation, utility discounts, medical and dental issues. Other issues brought up were the

50 need for activities for seniors to prevent isolation and the need for more programs and more  
51 locations for sports and recreation programs. She also reported that the invitations have gone out  
52 for the stakeholder interviews and will be following up on the agencies who have not responded.  
53 There are still a couple of agencies that need a volunteer to interview them. She thanked Council  
54 Member Price for volunteering to interview the Bill Wilson Center. The committee is still on  
55 schedule to make its final report to Council by this spring.

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57 There was a brief discussion about the growing need for transportation services.  
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60 **2. FOLLOW UP ON SITE VISITS TO HSRAP (HUMAN SERVICES RESOURCE**  
61 **ALLOCATION PROCESS) AND CDBG (COMMUNITY DEVELOPMENT BLOCK**  
62 **GRANT) AGENCY RECIPIENTS.**

63 Ms. van der Zwaag provided a sign-up sheet. There was a discussion about setting up the visits.  
64 Staff would provide talking points for the visit and provide the contact information to setup the  
65 visit; the commissioner taking the lead will make the initial contact and then invite others who  
66 where also interested in attending. The commissioners agreed to set a goal to complete their  
67 assigned visits during the first quarter of 2012.  
68

69 **3. FOLLOW UP ON HRC CALENDAR**

70 Ms. van der Zwaag provided a draft calendar and summarized the changes made since the last  
71 meeting. She explained how the data in the report was organized and that she is looking into  
72 making a “live” document to be posted online. Commissioners agreed that the report was very  
73 good and suggested other topics to add such as accomplishments, committees and liaisons.  
74

75 **4. FOLLOW UP ON HRC BREAKFAST**

76 Ms. van der Zwaag reported that the Palo Alto HRC will not be hosting the next breakfast  
77 because she was contacted by the County who said they will be hosting it. She did express to  
78 them that the Palo Alto HRC would like to host the following breakfast.  
79

80 **5. REPORTS FROM OFFICIALS:**

81 **A. Commissioner Reports:**

82 Commissioner Chen reported that she was invited to the next meeting Youth Council meeting on  
83 the 12<sup>th</sup>.  
84

85 Commissioner Savage reported that she and Commissioners Verma and Bernardo met with the  
86 Police Chief. He walked them through his project list. He told them they were understaffed and  
87 many top brass were retiring. Commissioner Verma commented that Animal Service’s contract  
88 with the City of Mountain View ended. He also shared with them that a plan is being considered  
89 to merge the Fire and Police Departments. Also during their meeting they discussed the  
90 “Occupy” gatherings in Oakland and that PAPD had been invited multiple times but they did not  
91 go back after the first time.  
92

93 Commissioner O’Nan reported that she had been contacted by Ric Rudman from Palo Alto  
94 Mediation Program to attend their meetings, but that she has not been able to attend because of  
95 her busy schedule working with the focus groups on the Needs Assessment.  
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97 **B. Council Buddy Reports:**

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**C. Council Liaison Report:**

The Commissioners thanked Council Member Price who was not able to attend the meeting tonight for her work as liaison to the HRC this past year.

**D. Staff Liaison Report:**

Ms. van der Zwaag reviewed the procedure for handling incoming emails from the public to the HRC. She explained that all urgent emails needing immediate attention will be directly forward to the HRC. All other emails will be sent to the HRC as part of their monthly agenda packet to be reviewed prior to the meeting and posted online with each agenda. She also reported on the status of the Comprehensive Plan, that all comments are being filtered and included in the Community Services element and she hopes will be available at the January HRC meeting for review.

**ANNOUNCEMENTS**

Ms. van der Zwaag announced the New Year’s Eve Day Senior Bash will be held on Friday, December 30, 2011 at the Oshman Family Jewish Community Center.

**CALL FOR AGENDA ITEMS**

- Update on Human Services Needs Assessment
- Briefing of Executive Summary of City’s Infrastructure Report

**ADJOURNMENT**

The meeting adjourned at: 8:10pm.