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10 **HUMAN RELATIONS COMMISSION**
11 **SPECIAL MEETING**
12 **Friday, September 16, 2011**
13 Baylands Interpretive Center
14 2775 Embarcadero Rd.
15 Palo Alto, Ca 94301
16 9:00 AM
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20 **ROLL CALL: Commissioners Present:** Bacchetti, Chen, Ezran, O’Nan, Savage, Verma **Staff:** Minka
21 van der Zwaag, Amy Johnson **Facilitator:** Jack Hamilton
22

23 **ORAL COMMUNICATIONS:**

24 None
25

26 **APPROVAL OF MINUTES:**

27 None
28

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

30 None
31

32 **BUSINESS**

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34 **1. PUBLIC REVIEW AND COMMENT PERIOD FOR PALO ALTO’S CONSOLIDATED**
35 **ANNUAL PERFORMANCE AND EVALUATIONS REPORT IN REGARDS TO CDBG FOR**
36 **THE PERIOD OF JULY 1, 2010 TO JUNE 30, 2011.**
37

38 None
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40 **2. DISCUSSION OF ROLES AND RESPONSIBILITIES WITH NEW CITY ATTORNEY, MS.**
41 **MOLLY STUMP:**

42 Ms. Stump gave a little of her background. She answered questions regarding the use of email and
43 Brown Act requirements. Commissioners asked her questions about certain issues of interest to the
44 HRC such as the Ordinance against Living in Cars, and petition allowing for Marijuana distributors in
45 Palo Alto.
46

47 Mr. Jack Hamilton started a discussion regarding what motivated commissioners to want to join the
48 HRC and to what extent have they seen movement toward their goal.
49

50 **3. PLANNING DISCUSSION FOR NEXT YEAR:**

51 **A. HUMAN SERVICES “NEEDS ASSESSEMENT”.**

52 Commissioner O’Nan discussed the background of the study:

- 53 • There is no funding available for outside assistance
- 54 • Still need to setup focus group meetings
- 55 • Need to prepare a survey and compile data
- 56 • Training to be provided for staff and commissioners with regards to leading focus group
- 57 meetings.
- 58 • Need to conduct stakeholder interviews
- 59 • Commissioners discussed their concern about using the information collected to its full potential
- 60 because of the effort that will be made to complete this project.
- 61 • Asking Palo Alto Mediators to assist with facilitating Focus Group meetings.
- 62 • The importance of organizing the data collected so that trends can be identified correctly.
- 63 • The use of online tools to help schedule meetings.

64
65 **B. PROJECT SAFETY NET MOU**

66 Commissioner Bacchetti explained that the PSN group expanded scope and now works across a
 67 spectrum from teen suicide prevention to youth well being. Initially many organizations came together
 68 and formed a collaboration, using an MOU to describe the contributions each collaborator would make.
 69 A new focus of the group is how most effectively to use a \$2 million grant over 5 years to develop
 70 existing and new program ideas and then institutionalize the best of them as part of city and community
 71 resources for youth. The previous MOU was for one year and the HRC participated. Commissioner
 72 Bacchetti asked the commissioners if they wanted to participate in the next one. After a brief discussion
 73 of partnering with organizations who already have programs in place, it was decided that Commissioner
 74 Bacchetti would draft an MOU for discussion at the next meeting.

75
76 **C. PRIORITIES**

77 The commissioners discussed the following list of priorities which will be finalized at the next meeting.

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79 PRIORITY #1 - HUMAN SERVICES NEEDS ASSESSMENT

- 80 • Continue the process started last year with the goal of having results ready by Spring 2012, so
- 81 that policy makers can use research and recommendations in next HSRAP cycle

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83 PRIORITY #2 - PROJECT SAFETY NET

- 84 • Contribute to the broad community priority of supporting youth well-being.

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86 Emerging Priorities:

- 87 • Discuss additional steps for intergenerational programs
- 88 • Research emerging needs of seniors to include well-being and language barriers

89
90 Other Projects

- 91 • Organize local HRC breakfast
- 92 • Increase community participation by exploring occasional change of venue

93
94 Continuing Practice:

- 95 • Participate in other community organizations
- 96 • Continue liaison between HRC and PAPD through Community Advisory Group

98 **D. CALENDAR:**
99 To be discussed at next meeting.
100
101 **E. LIAISONS, COMMITTEES, COUNCIL BUDDIES:**
102 To be discussed at next meeting.
103
104
105 **4. ELECTION OF CHAIR/VICE CHAIR:**
106 Commissioner Bacchetti nominated Commissioner Ezran as Chair. Seconded by Commissioner O’Nan,
107 Ayes: Unanimous.
108
109 Commissioner Ezran nominated Commissioner O’Nan as Vice Chair, Seconded by Commissioner
110 Verma, Ayes: Unanimous.
111
112 The commissioners thanked Commissioner Bacchetti for his professional manner, leadership and many
113 contributions to the HRC and the City.
114
115 **CALL FOR AGENDA ITEMS**
116 Continued Discussion of Needs Assessment
117 Project Safety Net MOU
118 Committee/Liaison/Buddy Assignments
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120
121 **ADJOURNMENT**
122 The meeting adjourned at 1:00pm.