



**Human Rights Commission
Meeting Minutes
Community Engagement Committee Meeting
July 14, 2022
Virtual/Electronic Meeting
11:00 am**

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1. WELCOME

- a. CALL TO ORDER
 - i. Committee Chair, Lyndele Von Schill, called the meeting to order at 11:03 am
- b. ROLL CALL
 - i. Lyndele Von Schill
 - ii. Andy Orban
 - iii. Jeanette Abi-Nader (joined 11:06am)
- c. MISSION (recited by all): *Act as a strong advocate to justice and equal opportunity by providing citywide leadership and guidance in the area of civil rights.*

2. MATTERS BY THE PUBLIC

- a. PUBLIC COMMENT
 - i. None
- b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
 - i. None

3. MINUTES

- a. 6/8/22 Community Engagement Committee minutes will be available for approval at the next committee or regular meeting

4. WORK SESSION

- a. Community Engagement Committee Values Statement Discussion
 - i. Committee would like to create a statement for itself that guides its work
 - ii. Commissioners generally agree that Jeanette's draft well encapsulates the committee's mission and scope
 - iii. Commissioners ask OHR Director how to formalize the statement
 - 1. OHR Director replies that if Commissioners are using the document as a general guiding statement, no action needs to be taken
 - 2. Could also codify the statement in a resolution with the full Commission
 - a. Could be short and easy to connect with the Ordinance
 - 3. Commissioner suggests showing the statement to the full Commission so that it is at least available in the notes
 - iv. Commissioner favors formalizing the statement in a resolution so that it is also available to the public
 - 1. **Lyndele volunteers to put the statement into a resolution to**

present at the next HRC regular meeting

- a. It is already in a plain-language version
- b. OHR Director will send over the resolution materials during this meeting

b. New business

i. Clarifying event calendar

- 1. OHR Outreach Specialist is currently putting together an event calendar which has been sent out to the committee
 - a. Every Wednesday, OHR Outreach Specialist has been attending events at OAR due to a recent mass release of people
 - b. Adds new events as they pop up
- 2. OHR Specialist had already sent out a short list of potential events to attend
 - a. Commissioner would like to create a document with a list of events and when Commissioners would be available to table
 - b. OHR Outreach Specialist would be already present at these events
- 3. Commissioner suggests either sharing the entire list with the full Commission or committing to two events (Westhaven and Pride Festival) for which Commissioners can sign up for time slots
 - a. Jeanette says she can do partial days for Westhaven and Pride Festival
- 4. Committee Chair will take the events from OHR Outreach Specialist's list and put them into an Excel spreadsheet with time slots to share with the full Commission
 - a. These events will be listening sessions, and Commissioners can sign up for any time slot
 - b. Use Office 365 software to make FOIA requests easier
 - c. Commissioner uses hrcommission@charlottesville.gov to share spreadsheet with Commissioners

ii. Commissioner asks if there has been discussion surrounding social media accounts

- 1. OHR Director says that social media accounts run by City governments are very difficult from a FOIA perspective
 - a. There is a Dialogue on Race Twitter account and a HRC Twitter account that were created around 2013
 - i. Neither have been updated since around then but are still subject to FOIA
 - ii. OHR Director is currently working with IT and Communications to download all of the content from these accounts then delete the accounts
- 2. Director suggests that, rather than managing additional social media accounts, Commission should work with Communications and their existing reach to share events with the community
 - a. They have Twitter, Facebook, email lists, the City website, and many other forms of media

3. Commissioner asks if HRC public meeting business can be posted on Commissioners' personal social media accounts
 - a. This is allowed, and Commissioners can share links, as well
 - b. Just be aware that it is all subject to FOIA
4. Director can share with the Commission a one-pager from the FOIA officer that may be used as a guiding informational document

5. MATTERS BY THE PUBLIC

- a. PUBLIC COMMENT
 - i. None
- b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
 - i. None

6. NEXT STEPS

- a. Lyndele
 - i. Put Community Engagement Committee Values Statement into a resolution to present at the August regular meeting
 - ii. Make Office 365 spreadsheet of community event time slots for which Commissioners can sign up, and encourage Commissioners to sign up in the next week or two
- b. Todd
 - i. Share document from FOIA officer with the Commission

7. ADJOURN

- a. Meeting adjourned at 11:27 am