



**Human Rights Commission
Regular Meeting
August 21, 2025
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:30pm**

Agenda Packet Attachments

1. Agenda
2. Martha's Rules (for reference)
3. 07-17-2025 DRAFT HRC Regular Meeting Minutes
4. 08-07-2025 DRAFT HRC Work Session Meeting Minutes
5. OHR Monthly Report
5. DRAFT 2025 HRC Work Plan

Attachment 1



**Human Rights Commission
AGENDA
Regular Meeting
August 21, 2025
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:30pm**

Please take Notice that this in-person meeting of the Human Rights Commission is for the purposes of planning, developing, and drafting management and administration documents for the Human Rights Commission. This meeting will be a limited public forum to discuss the agenda items presented below and to ensure the continuity of services provided by the Commission. The Commission Chair may limit public comments or discussion points that are unrelated to agenda items or that pertain to topics outside the scope of this Agenda.

The Commission welcomes comments and questions and commits to listening carefully and thoughtfully to what is presented. A maximum of sixteen public comment time slots are allotted per meeting. Each speaker will have three minutes to speak. The Commission requests that members of the public refrain from engaging in personal attacks against Commissioners and staff members and asks that comments and questions focus on matters related to human rights within the City.

1. WELCOME

- a. Call to order
- b. Roll call
- 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

3. MINUTES

- a. 07-17-2025 DRAFT Regular Meeting Minutes*
- b. 08-07-2025 DRAFT Work Session Minutes*

4. BUSINESS MATTERS

- a. Chair update
- b. OHR staff report

5. WORK SESSION

- a. Draft Legislative Recommendations
- b. Confirmation of next Work Session on September 4, 2025

6. MATTERS BY THE PUBLIC

- a. Public comment
- b. Commission response to Matters by the Public

7. COMMISSIONER UPDATES

8. NEXT STEPS & ADJOURN

*** ACTION NEEDED**

Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call the ADA Coordinator at (434) 987-1267 or submit a request via email to ada@charlottesville.gov. The City of Charlottesville requests that you provide a 48-hour notice so that proper arrangements may be made.

Attachment 2

Martha's Rules of Order
As adopted by the HRC on February 20, 2020

1. The proposal is presented. Clarifying questions are taken.
 - a. Proposal should always be in writing.
2. Friendly amendments are offered. Discussion is allowed only on the amendments.
 - a. Amendments should be prepared in advance when possible.
3. Speakers in favor of the proposal present their views.
 - a. This is not a time for debate.
 - b. Time limits should be set and enforced.
4. Speakers in opposition to the proposal present their views.
 - a. This is not a time for debate.
 - b. Time limits should be set and enforced.
5. General discussion and/or debate OR small group discussion time on the proposal is allowed.
 - a. Time limit on discussion is set by the group.
 - b. Facilitator helps group identify key issues.
 - c. Motion to table or refer is in order and requires $\frac{3}{4}$ vote.
6. First vote is taken.
 - a. People vote
 - i. In favor of the proposal, or
 - ii. Can live with the proposal, or
 - iii. Opposed to the proposal.
 - b. If a majority of those present votes "in favor" or "can live with," proceed to Step 8.
 - c. If less than a majority of those present votes "in favor" or "can live with," proposal dies.
7. Those voting in opposition are allowed to state their objections and concerns.
 - a. No discussion is allowed, only clarifying questions.
8. The second vote is taken as in Step 6.
 - a. It takes a majority of those present to override objections and pass the proposal.

Attachment 3



**Human Rights Commission
Meeting Minutes
Regular Meeting
July 17, 2025
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:00 pm**

1. WELCOME

- a. CALL TO ORDER
 - i. Chair, Heather Roberson Gaston, called the meeting to order at 6:03 pm
- b. ROLL CALL
 - i. Present
 - 1. Heather Roberson Gaston
 - 2. Jason Melendez (attending virtually due to a personal matter pursuant to City Policy No. 100-02 and Va. Code § 2.2-3708.3.B.)
 - 3. Dawn Lawson
 - 4. Elizabeth Stark (attending virtually due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance per City Policy No. 100-02 and Va. Code § 2.2-3708.3.B.)
 - 5. Jayson Whitehead
 - 6. LD Perry
 - 7. Suzanne Lynn
 - 8. Wolfgang Keppley
 - ii. Absent
 - 1. Mariane Asad Doyle
- 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

3. MINUTES

- a. Review of minutes from 05/15/2025
 - i. Vote
 - 1. In favor: 8
 - 2. Opposed: 0
 - 3. Abstained: 0
 - ii. Motion to approve minutes passes
- b. Review of minutes from 06/05/2025
 - i. Vote
 - 1. In favor: 8
 - 2. Opposed: 0
 - 3. Abstained: 0
 - ii. Motion to approve minutes passes

4. BUSINESS MATTERS

- a. CHAIR UPDATE
 - i. Looking forward to updates from Commissioner outreach between meetings
- b. OHR STAFF REPORT
 - i. Outreach Update
 - 1. Outreach Specialist states that outreach data in the Monthly Report is up to date and there are some upcoming events that Commissioners are welcome to attend

5. WORK SESSION

- a. Legislative Panel
 - i. Shayla Washington, Executive Director of Blue Ridge Area Coalition for the Homeless
 - 1. Provides update on demographics of current local unhoused population
 - a. Increase in unhoused senior citizens
 - b. Increase in unhoused families with children
 - c. Increase in need for medical respite beds for those with particularly high medical care needs
 - 2. Supports legislation to allow for statewide rent control to reduce barriers for unhoused community members on fixed incomes that struggle to afford rising rents in Charlottesville and surrounding counties
 - 3. Supports increased eviction prevention and flexible funding to improve housing stability, prevent homelessness, and mitigate harmful impacts for individuals, families, and the community at large
 - a. States that flexible funds with low criteria for eligibility are most helpful
 - b. Another panelist expresses support for this recommendation
 - 4. Supports increase in funding for permanent supportive housing to address funding cuts
 - 5. States concern about potential growth in unhoused and housing insecure populations due to increased financial instability for community members resulting from cuts to food assistance programs, increased unemployment, and higher cost of living
 - 6. Commissioner asks if unhoused people are struggling to access medical care
 - a. Shayla Washington states that an expansion in medical outreach to connect people to care would be helpful
 - 7. Commissioner asks if individuals have lost access to Supplemental Nutrition Assistance Program (SNAP) benefits
 - a. Shayla Washington states that she has not heard about this happening in the community, but that unsheltered individuals do receive less SNAP funds per month than those that are housed
 - 8. Commissioner asks where people experiencing homelessness in Charlottesville are from

- a. Shayla Washington says that majority of unhoused population in Charlottesville is from the city or Albemarle County
 9. Commissioner asks about services available for homeless veterans
 - a. Shayla Washington states that there are currently no locally available rental assistance programs specifically for veterans, and the closest options are in Richmond
 - b. Shayla Washington states that veteran homelessness has increased since the local programs providing services for veterans lost funding
- ii. Laura Dobbs, Director of Policy at Housing Opportunities Made Equal (HOME) of Virginia
 1. Provides overview of HOME programs and services and distributes document summarizing recommendations
 2. States that there are currently increased barriers to asserting fair housing rights and rollbacks of fair housing protections
 3. States that there is an increased need to assist organizations with navigating grant application and award process
 4. States that the disparate impact rule is facing challenges
 - a. Supports affirmation of fair housing rights at state level and providing access to fair housing guidance on state platforms
 5. Supports continued commitment to the Affirmatively Furthering Fair Housing provision of the Fair Housing Act, continued local analysis of barriers to fair housing, and encourages action to address any barriers discovered
 6. Supports defense of state fair housing laws
 7. Supports amendment to state law to allow class action lawsuits to be brought in state courts
 - a. Another panelist expresses support for this recommendation
 - b. Commissioner asks for more information about this
 - i. Laura Dobbs states that class action lawsuits are useful for addressing systemic problems in cases where not all tenants affected by an issue are willing or able to file an individual case against a landlord
 8. States that budget cuts have affected education on fair housing rights, down payment assistance programs, staffing at fair housing offices, and tenant-based rental assistance programs
- iii. Kari Miller, Founder and Chief Executive Officer of International Neighbors
 1. Provides overview of International Neighbors programs and services
 2. States that a large portion of the population served by International Neighbors experiences food insecurity, housing insecurity, and general economic insecurity
 3. States that single adult homes are especially burdened by the

- local cost of living
4. States that funding cuts to SNAP and Medicaid are negatively impacting the population
 - a. Refugees and Special Immigrant Visa holders (SIVs) receive SNAP benefits during the resettlement process, but in the years following their arrival they generally stop meeting eligibility requirements for SNAP
 5. States that refugees and SIVs are required to pay back cost of flights from their country of origin, which is often difficult to for people to afford
 6. States that International Neighbors has recently seen an increase in community members interested in volunteering and a decrease in donations and available funding
- iv. Jo Olson, Client Voices Coordinator at International Rescue Committee (IRC)
1. Provides overview of IRC programs and services
 2. States that IRC conducted a survey of their clients to understand biggest challenges people are facing
 - a. Thirty eight percent of participating clients reported that expensive housing is their biggest challenge
 - b. Fifteen percent of participating clients reported experiencing language isolation
 - c. Fifteen percent of participating clients reported challenges in navigating the immigration process and filing for green cards
 - d. Five percent of participating clients reported other personal challenges
 - e. An overarching theme in responses was high costs of childcare and challenges around accessing childcare
 - i. Intersects with employment challenges, because without childcare people struggle to get or keep a job
 - ii. Childcare centers that accept childcare subsidies do not have sufficient capacity to meet needs, so people's subsidies are expiring before they find a childcare option
 1. Could be addressed by increasing number of childcare centers that accept subsidy or by extending deadline to use subsidy
 2. These subsidies are administered by the Department of Social Services
 3. Supports rent control legislation
 4. Supports legislation to address rental agencies charging application fees for every adult in a household even when there is little or no likelihood that the applicant will be able to rent a unit
 5. States that clients struggle with Section 8 voucher waitlists
 - a. Landlord education programs about vouchers would be

helpful, because landlords tend to be reluctant to accept vouchers

6. Supports extending deadline for attaching housing vouchers because people who receive vouchers struggle to attach them before they expire
7. States that language barriers often require skilled workers to take entry-level positions in the hospitality industry, which often have low wages and minimal opportunities for income growth
8. States that SNAP benefit eligibility will likely be revoked from refugees, asylees, and parolees that do not yet have legal permanent status
 - a. States that process for applying for green cards has become very slow, which prolongs period of time that people are ineligible for SNAP food assistance benefits
 - i. Without SNAP benefits, people must choose between paying for food and other critical expenses
- v. Victoria Horrock, Senior Supervising Attorney at Legal Aid Justice Center (LAJC)
 1. Provides overview of LAJC programs and services
 2. States that evictions are a large challenge in the community
 - a. States that Virginia is historically a high eviction state and does not have strong legal protections for tenants
 - b. States that there are 115 cases on the combined Charlottesville and Albemarle eviction docket this month
 - i. Largest evicting agency in the City is Charlottesville Redevelopment and Housing Authority
 - ii. Majority of evictions are due to non-payment of rent following childcare expenses, healthcare expenses, etc
 1. Short window of time to catch up on rental payments when people get behind
 2. Court system favors landlords with low filing fees for eviction cases, lack of procedural protections, difficult appeal process for tenants, and quick eviction process as a whole
 - c. States that there is stark racial inequality in distribution of property rights in Virginia
 - i. Black Americans are 8% of renters and 51% of people affected by evictions
 - d. States that an adult with children is twice as likely to face an eviction as an adult without children
 - i. Intersects with economic instability, lack of access to childcare, and other issues
 3. States that housing conditions are bad in this area, with many units having structural issues, leaks, malfunctioning utilities,

mold, etc

- a. Few options for tenants to address poor conditions through legal means
4. States that rent is high locally, and additional fees are also high
 - a. Many landlords charge pest control fees even though multiple courts have ruled that pest control is a landlord responsibility
 - i. This cannot be addressed through a class action lawsuit and is unlikely to be addressed by individual lawsuits because the pest control fees are less expensive than the costs associated with bringing a case to court
5. States that immigrants are more reluctant to appear in court or assert housing rights in court in current climate of immigration enforcement
6. States that there is fear around future loss of benefits like SNAP and Medicaid
7. States that there is a lack of affordable housing available locally
 - a. Charlottesville residents are being forced to move to County due to unaffordable rent
8. Supports Anti Rent Gouging Bill, which allows localities in Virginia to create rent stabilizing policies
9. Supports Warranty of Habitability, which allows tenants to raise poor conditions as a defense for non-payment of rent
 - a. Another panelist expresses support for this recommendation
10. Supports legislation to allow localities to sue landlords for not maintaining health and safety of rental units
 - a. Commissioner states that when the State Attorney General is not willing to sue large landlords, it could be useful for localities to be able to do so
 - i. Victoria Horrock states that currently localities' ability to help is limited to code enforcement, which is often not a sufficient tool to address the issue
11. Supports legislation to create statewide voucher program to address cuts to federal voucher programs
12. Supports legislation to allow localities a right of first refusal when tax credits expire on properties
13. Supports legislation to create state ombudsman for housing
14. Commissioner asks about vouchers
 - a. Victoria Horrock states that housing quality standards used by federal voucher program seem inconsistent
 - i. Voucher administrator can legally stop paying rent due to poor conditions in rental units, but tenants cannot
15. Commissioner asks about tenant ability to sue
 - a. Victoria Horrock states that tenants must be completely up to date on rental payments to bring a case in court

for maintenance issues

- vi. Latricia Giles, Executive Director of Public Housing Association of Residents (PHAR)
 1. Provides overview of PHAR programs and services
 2. States that PHAR residents are concerned about evictions
 3. States that current policy climate is focused on further criminalizing poverty
 - a. Many residents already must choose between critical expenses like healthcare, childcare, housing, etc
 - b. Many of these issues are intersecting
 4. States that there are increasing concerns in the resident community around mental health, substance use, and violence
 5. States that there are numerous concerns around youth wellbeing and safety
 - a. Commissioner asks if there are former programs that residents would like to see reinstated, new programs that residents would like to see created, or existing programs that residents would like to see expanded to better support youth
 - i. Latricia Giles states that it is most important to talk with youth directly and learn about what they are experiencing while empowering them to advocate for themselves and use their voices
 - ii. Latricia Giles also recommends supporting opportunities for youth advancement like creating access to internships, jobs, and mentoring programs
 6. Supports preservation of affordable housing and funding to support affordable housing
 7. States that strong community building is necessary because when some members of the community's wellbeing is placed at risk, the whole community's wellbeing is at risk
 8. States that eligibility for support programs can be too restrictive and that this makes it hard to exit poverty
 9. Expresses concern about consequences of intersections between potential cuts to supportive programs and benefits, criminalization of homelessness, and expansion of carceral systems
- vii. Javier Raudales, Executive Director of Sin Barreras
 1. Provides overview of Sin Barreras programs and services
 2. States that existing barriers for immigrant community have been exacerbated in recent months
 - a. States that community members are reluctant to reach out for support from human and social service organizations, police, etc
 - b. States that community members are afraid and distrustful of institutions
 - c. Processes for accessing needs-based programs and acquiring necessary immigration papers have become

more difficult to navigate

3. Supports strengthening housing rights and workers' rights
 4. States that funding for adult education programs has been cut
 - a. Another panelist expresses concern about cuts to adult education programs, particularly English learning programs, and expresses support for expansion of these programs
 5. States concern about new uses of personal data and encourages service providers to not collect data that is not necessary
 - a. Commissioner asks about concerns related to Flock camera data
 - i. Javier Raudales reiterates suggestion to only collect necessary data and for service providers to review their data collection policies
 - ii. Other panelists express support for this recommendation
 - viii. Commissioner suggests asking panelists to review the HRC's draft recommendations prior to an HRC vote to approve them
 1. Other Commissioners express support for this idea
 - ix. Commissioner suggests that recommendations should focus on addressing barriers and root causes, rather than focusing on achieving outcomes
 - x. Director states that the deadline to submit recommendations to City Council has been extended to mid-September
 - b. The HRC will hold a Work Session on August 7, 2025
- 6. MATTERS BY THE PUBLIC**
- a. PUBLIC COMMENT
 - i. None
 - b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
 - i. None
- 7. COMMISSIONER UPDATES**
- a. Chair elects to skip this section of the agenda
- 8. NEXT STEPS**
- a. None assigned
- 9. ADJOURN**
- a. Meeting adjourned at 8:09 pm

Attachment 4



**Human Rights Commission
Meeting Minutes
Work Session
August 7, 2025
City Space, 100 5th Street NE, Charlottesville, VA 22902
6:30 pm**

1. WELCOME

- a. CALL TO ORDER
 - i. Chair, Heather Roberson Gaston, called the meeting to order at 6:43 pm
- b. ROLL CALL
 - i. Present
 - 1. Heather Roberson Gaston
 - 2. Jason Melendez
 - 3. Suzanne Lynn
 - 4. LD Perry
 - 5. Jayson Whitehead
 - ii. Absent
 - 1. Mariane Asad Doyle
 - 2. Wolfgang Keppley
 - 3. Dawn Lawson
 - 4. Elizabeth Stark
- 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

3. WORK SESSION

- a. Action updates
 - i. None
- b. Discussion of legislative recommendation selections
 - i. Commissioners begin sharing insights from individual outreach and meetings and raise suggestions for further consideration, including:
 - 1. Supporting the 5000 Families voucher program
 - 2. Amending the Virginia Residential Landlord and Tenant Act (VRLTA) to allow tenants to sue landlords even if they are behind in rental payments
 - 3. Amending the VRLTA to allow localities to bring class action lawsuits against landlords
 - 4. Creating a housing ombudsman at the state level
 - 5. Bolstering rent relief programs
 - 6. Amending the VRLTA to increase the pay or quit period from 5 days to 14 days
 - 7. Supporting Effective Right to Counsel

8. Creating a Tenant Bill of Rights
 9. Supporting legislation to allow for local rent stabilization
 10. Amending the VRLTA to allow tenants who suffer substantial loss of income due to unauthorized governmental actions to terminate leases early
 11. Addressing issues with access to childcare
 - a. Daycare vouchers
 - b. Summer camp access programs
 - c. City-run childcare programs, potentially in partnership with Charlottesville City Schools, Charlottesville Economic Development Authority, or the University of Virginia
 12. Expanding access to supportive housing programs
 13. Exploring participatory budgeting
 14. Supporting legislation to allow localities right of first refusal when mobile home parks are being sold
 15. Amending the VRLTA to allow tenants to raise poor conditions as an affirmative defense for non-payment of rent
 16. Amending the VRLTA to restrict landlords to charging one application fee per unit rather than one application fee per tenant
 17. Supporting state voucher program for veterans
 18. Addressing lack of supports for elderly population
 19. Expanding outreach to landlords to encourage acceptance of vouchers, potentially in collaboration with Charlottesville Redevelopment and Housing Authority
 - c. Work Plan check-in
 - i. Commissioners update 2025 Work Plan calendar
 - d. New business
 - i. None
- 4. MATTERS BY THE PUBLIC**
- a. PUBLIC COMMENT
 - i. None
 - b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
 - i. None
- 5. COMMISSIONER UPDATES**
- a. Suzanne Lynn shares that The Haven is doing a drive to stock the shelter with supplies
 - b. Jason Melendez shares that due to personal reasons, he will have to step down from the Human Rights Commission
- 6. NEXT STEPS**
- a. Jason
 - i. Draft amendment to rules and procedures regarding vice chair election procedures
- 7. ADJOURN**
- a. Meeting adjourned at 8:03pm

Attachment 5

Measures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Total Pub. Accom. Comp.: P.C. - Age	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Disability	0	0	1	0	0	0	0	0	0	0	0	0	1
Total Pub. Accom. Comp.: P.C. - Marital Status	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Pregnancy	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Childbirth or R.M.C.	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Race	0	0	1	1	0	0	0	0	0	0	0	0	2
Total Pub. Accom. Comp.: P.C. - Color	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Sex	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Military Status	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Not specified	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Pub. Accom. Comp.: P.C. - Other (Unprotected)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Open Inquiries	0	0	1	1	0	0	0	0	0	0	0	0	2
Total Closed Inquiries	14	15	16	9	3	0	0	0	0	0	0	0	57
Total Open Complaints	2	0	5	3	1	0	0	0	0	0	0	0	11
Total Closed Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Conciliation	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Court Action	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Informal Resolution	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: No Response	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Non-jurisdictional	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Private Counsel	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Referral	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Settlement	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Withdrawal	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Finding	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Complaint Closure: Administrative Closure	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Inquiry Closure: Informal Resolution	1	0	2	0	0	0	0	0	0	0	0	0	3
Reason for Inquiry Closure: Navigation Only	10	11	8	6	3	0	0	0	0	0	0	0	38
Reason for Inquiry Closure: No Response	3	2	5	3	0	0	0	0	0	0	0	0	13
Reason for Inquiry Closure: Referral	0	0	0	0	0	0	0	0	0	0	0	0	0
Reason for Inquiry Closure: Complaint Filed	0	2	1	0	0	0	0	0	0	0	0	0	3
Reason for Inquiry Closure: Administrative Closure	0	0	0	0	0	0	0	0	0	0	0	0	0
Primary Service: Case Administration	42	51	37	62	65	37	32	16	0	0	0	0	342
Primary Service: Conciliation Activity	0	0	0	0	0	0	0	0	0	0	0	0	0
Primary Service: Informal Dialogue	10	27	1	2	1	2	4	0	0	0	0	0	47
Primary Service: Information	61	42	66	42	53	85	69	21	0	0	0	0	439
Primary Service: Intake Activity	106	74	146	59	36	32	63	44	0	0	0	0	560
Primary Service: Investigation Activity	24	14	62	75	103	103	138	12	0	0	0	0	531
Primary Service: Mediation Activity	0	0	10	9	1	2	1	0	0	0	0	0	23
Primary Service: Navigation & Advocacy	67	19	9	2	9	24	26	8	0	0	0	0	164

Reporting:

Report	Status
CY2024 HRC & OHR Annual Report	Presented to Council on June 16, 2025.
CY2025 First Quarter Report to Council	Submitted to Council on April 28, 2025.
CY2025 Second Quarter Report to Council	Submitted to Council on July 18, 2025.
CY2025 Third Quarter Report to Council	To be completed and submitted to Council in October 2025.
CY2025 HRC & OHR Annual Report	Projected completion February 2026.

Active Complaints:

Case #	Protected Activity	Protected Class(es)	Status
2021-5	Employment	Sexual Orientation, Race	Investigation in progress.
2023-2	Employment	Religion, National Origin	Alternative dispute resolution in progress.
2024-3	Public Accommodation	National Origin, Sexual Orientation	Alternative dispute resolution in progress.
2024-3R	Public Accommodation	Retaliation	Alternative dispute resolution in progress.
2024-8	Employment	Race, National Origin	Investigation in progress.
2024-10	Employment	Marital Status	Investigation in progress.
2024-11	Employment	Sex, Marital Status	Investigation in progress.
2025-2	Employment	Race	Investigation in progress.
2025-3	Employment	Disability	Alternative dispute resolution in progress.
2025-4	Housing	Source of Funds	Alternative dispute resolution in progress.
2025-5	Employment	Race	Third-party contracted investigation in progress.
2025-6	Employment	Disability, Sex	Investigation in progress.
2025-7	Public Accommodation	Disability, Race	Investigation in progress.
2025-8	Housing	Familial Status	Investigation in progress.
2025-9	Public Accommodation	Race	Investigation in progress.
2025-10	Employment	Sexual Orientation, Gender Identity	Investigation in progress.
2025-11	Employment	Disability	Alternative dispute resolution in progress.

HRC Work Summary:

Date	Roles (Ordinance Sec. 433)	Primary Action	Summary & Analysis
2/7/2025	Sec. 2-433. (b)(1) Awareness and Guidance - Community engagement	Public Poll	The HRC released a public poll to solicit feedback on human and civil rights issues that are important to the community. The poll ran from 02/07/25 to 03/07/25 and received 271 responses. Commissioners will use this information to inform their annual planning for CY2025.
4/17/2025	Sec. 2-433. (b) Awareness and Guidance	Community Event	Commissioner conducted service provision outreach with OHR staff at the One Stop Shop.
1/23/2025	Sec. 2-433. (b)(1) Awareness and Guidance - Community engagement	Other Action	HRC Chair promoted HRC vacancies and application on NBC29 Community Conversations.
2/20/2025	Sec. 2-433. (b)(1) Awareness and Guidance - Community engagement	HRC Resolution	HRC passed Resolution HR25-1 expressing the Commission's position relating to access to gender-affirming care.
2/27/2025	Sec. 2-433. (b)(1) Awareness and Guidance - Community engagement	Other Action	HRC Vice Chair promoted HRC public poll on NBC29 Community Conversations.
4/24/2025	Sec. 2-433. (c) City Policies and Practices	Other Action	HRC Chair and OHR staff met with Riaan Anthony, Director, and Annie Sechrist, Management Specialist, of Charlottesville Parks and Recreation to discuss a concern raised by a community member related to equity and access to play surfaces in City parks.
6/13/2025	Sec. 2-433. (c) City Policies and Practices	Letter of Response	HRC Chair sent a letter to Riaan Anthony, Director of Charlottesville Parks and Recreation, regarding the allocation process for City play surfaces.

6/30/2025	Sec. 2-433. (b)(1) Awareness and Guidance - Community engagement	Stakeholder Meeting	HRC Vice Chair met with Cameron Moore, Interim Executive Director of People and Congregations Engaged in Ministry (PACEM).
7/3/2025	Sec. 2-433. (b)(1) Awareness and Guidance - Community engagement	Stakeholder Meeting	HRC Chair and Commissioner met with Christine Marra , Director of Housing Advocacy at Virginia Poverty Law Center.
7/7/2025	Sec. 2-433. (b)(1) Awareness and Guidance - Community engagement	Stakeholder Meeting	HRC Chair and Vice Chair met with Marjan Omranian and Bonnie Gordon, co-directors of Cville Tulips.
7/17/2025	Sec. 2-433. (e) Legislative Program	Public Discussion	HRC hosted service provider expert panel with representatives from Blue Ridge Area Coalition for the Homeless, Public Housing Association of Residents, International Neighbors, International Rescue Committee, Sin Barreras, Housing Opportunities Made Equal of Virginia, and Legal Aid Justice Center.

Attachment 6

Human Rights Commission
Annual Work Plan: Focus and Goals
March 2025 – February 2026
Date of last revision: 08/07/2025

This document serves as a tool for use during the annual planning meeting and throughout the year to assist with the identification of focus areas and goals and the development of a monthly calendar.

Human Rights Ordinance Reference

The Charlottesville Human Rights Ordinance (City Code Chapter 2, Article XV) is the roadmap for the work of both the Human Rights Commission and Office of Human Rights. Sec. 2-433. (a) – (f) of the Ordinance includes details of the roles of the Commission and Office. The subsections are given shortened titles here for easier reference.

Human Rights Commission Roles	General Actions and Timeframes
Sec. 2-433. (a) Individual assistance	<ul style="list-style-type: none"> • Timing dependent upon individual complaints and findings • Could include training on: <ul style="list-style-type: none"> ○ Public administrative hearings ○ Human and civil rights protections
Sec. 2-433. (b) Awareness, education, and guidance	<ul style="list-style-type: none"> • Timing is throughout the year in response to community issues • Could include community dialogue or other informational programs • Could be expanded with additional staffing and Commission support
Sec. 2-433. (c) Systemic issues, policies, and practices	<ul style="list-style-type: none"> • Timed to inform policy recommendations to Council in October • Could include single events like panels, forums, and townhalls • Could also include long-term, multi-year research or reviews of policy • Additional staffing and Commission support could expand the work
Sec. 2-433. (d) Federal workshares	<ul style="list-style-type: none"> • Timing dependent upon workshare requirements • May include review and adoption of Ordinance amendments • May include community engagement activities
Sec. 2-433. (e) Legislative program	<ul style="list-style-type: none"> • Timed to inform legislative recommendations to Council in September • Could include events like panels, forums, and townhalls • Could also include research related to Sec. 2-433. (c)
Sec. 2-433. (f) Commission policies	<ul style="list-style-type: none"> • Time for October, if recommendations have a budgetary impact <ul style="list-style-type: none"> ○ Funding for programs or staffing • Changes to the Commission’s Rules & Procedures are not timebound

Annual Focus Areas

Each year the Commission identifies focus areas for its work from March – February. These are informed by current events, public input, data from the Office of Human Rights, and Commissioner knowledge.

Primary Focus Area(s)
<ul style="list-style-type: none"> • Housing Access and Stability Across Protected Classes and Economic Status <ul style="list-style-type: none"> ○ Engaging the community to better assess current and emerging needs. ○ Presenting legislative agenda recommendations that align with community needs. ○ Presenting City policy recommendations that align with community needs.

Annual Goals and Alignment

Specific, measurable, achievable, relevant, and time-bound goals that align with focus areas and HRC roles under the Human Rights Ordinance.

Goals	Focus Area Alignment	Ordinance Alignment	Added to Work Plan
<i>Commissioners host a panel of service provider representatives related to the focus area on July 17, 2025.</i>	Engaging the community to better assess current and emerging needs.	<ul style="list-style-type: none"> • Sec. 2-433. (b) Awareness, education, and guidance 	<input checked="" type="checkbox"/>
<i>Individual Commissioners conduct 1:1 meetings with stakeholders from June 5 – July 31, 2025.</i>	Engaging the community to better assess current and emerging needs.	<ul style="list-style-type: none"> • Sec. 2-433. (b) Awareness, education, and guidance 	<input checked="" type="checkbox"/>
<i>Individual Commissioners information learned from 1:1 meetings as relates to legislative priorities during the August 7, 2025, work session.</i>	Presenting legislative agenda recommendations that align with community needs.	<ul style="list-style-type: none"> • Sec. 2-433. (c) Systemic issues, policies, and practices • Sec. 2-433. (e) Legislative program 	<input checked="" type="checkbox"/>
<i>Commission adopts legislative priorities during the August 21, 2025, regular meeting.</i>	Presenting legislative agenda recommendations that align with community needs.	<ul style="list-style-type: none"> • Sec. 2-433. (c) Systemic issues, policies, and practices • Sec. 2-433. (e) Legislative program 	<input checked="" type="checkbox"/>
<i>Submit legislative recommendations to City Council by August 30, 2025.</i>	Presenting legislative agenda recommendations that align with community needs.	<ul style="list-style-type: none"> • Sec. 2-433. (b) Awareness, education, and guidance • Sec. 2-433. (e) Legislative program 	<input checked="" type="checkbox"/>
<i>Individual Commissioners information learned from 1:1 meetings, as relates to City policies on DATE</i>	Presenting City policy recommendations that align with community needs.	<ul style="list-style-type: none"> • Sec. 2-433. (b) Awareness, education, and guidance • Sec. 2-433. (c) Systemic issues, policies, and practices 	<input type="checkbox"/>
<i>Commission adopts City policy recommendations for City Council on DATE</i>	Presenting City policy recommendations that align with community needs.	<ul style="list-style-type: none"> • Sec. 2-433. (b) Awareness, education, and guidance • Sec. 2-433. (c) Systemic issues, policies, and practices 	<input type="checkbox"/>

Goals	Focus Area Alignment	Ordinance Alignment	Added to Work Plan
Submit City policy recommendations to City Council by DATE	Presenting City policy recommendations that align with community needs.	<ul style="list-style-type: none"> • Sec. 2-433. (b) Awareness, education, and guidance • Sec. 2-433. (c) Systemic issues, policies, and practices 	<input type="checkbox"/>

**Human Rights Commission
Annual Work Plan: Calendar
March 2025 – February 2026**

Month	Actions
March	<ul style="list-style-type: none"> • Annual Meeting (3/22)
April	<ul style="list-style-type: none"> • Work Session (4/3: City Space) <ul style="list-style-type: none"> ○ Training: FOIA/COIA/VPRA with City Attorney’s Office • Regular Meeting (4/17: City Space) <ul style="list-style-type: none"> ○ Discuss roundtable topics and attendees • Actions Between Meetings <ul style="list-style-type: none"> ○ June expert panel outreach (OHR staff to work with Chair and Vice Chair to identify panelists)
May	<ul style="list-style-type: none"> • Work Session (5/1: City Space) <ul style="list-style-type: none"> ○ <i>Canceled</i> • Regular Meeting (5/15: City Space) <ul style="list-style-type: none"> ○ Legislator panel (Delegate Katrina Callsen and Senator Creigh Deeds) • Actions Between Meetings <ul style="list-style-type: none"> ○ HRC Leadership and staff discuss next steps with HRC work plan
June	<ul style="list-style-type: none"> • Work Session (6/5: City Space) <ul style="list-style-type: none"> ○ Update work plan • Regular Meeting (6/19: City Space) <ul style="list-style-type: none"> ○ <i>Not scheduled due to Juneteenth holiday</i> • Actions Between Meetings <ul style="list-style-type: none"> ○ Vice Chair and OHR staff present CY2024 annual report to Council ○ Commissioners engage in 1:1 meetings with community stakeholders
July	<ul style="list-style-type: none"> • Work Session (7/3: City Space) <ul style="list-style-type: none"> ○ <i>Not scheduled due to July 4th holiday</i> • Regular Meeting (7/17: City Space) <ul style="list-style-type: none"> ○ Expert Panel ○ Actions Between Meetings
August	<ul style="list-style-type: none"> • Work Session (8/7: City Space) <ul style="list-style-type: none"> ○ Commissioners report back on community outreach as relates to legislative priorities • Regular Meeting (8/21: City Space) <ul style="list-style-type: none"> ○ Discuss legislative recommendations • Actions Between Meetings <ul style="list-style-type: none"> ○ Legislative recommendations drafted and sent to Council by 8/30
September	<ul style="list-style-type: none"> • Work Session (9/4: City Space) <ul style="list-style-type: none"> ○ <i>Tentative</i> • Regular Meeting (9/18: City Space) <ul style="list-style-type: none"> ○ TBD • Actions Between Meetings <ul style="list-style-type: none"> ○ Follow up with Parks and Recreation regarding updated play surface allocation process

Month	Actions
October	<ul style="list-style-type: none"> • Work Session (10/2: City Space) <ul style="list-style-type: none"> ○ <i>Tentative</i> • Regular Meeting (10/16: City Space) <ul style="list-style-type: none"> ○ Form Officer Nomination Committee (minimum of three Commissioners) ○ Commissioners present 1:1 meeting information related to City policy recommendations • Actions Between Meetings <ul style="list-style-type: none"> ○ Nominating Committee begins nomination process ○ Chair begins draft of City policy recommendations to Council
November	<ul style="list-style-type: none"> • Work Session (11/6: City Space) <ul style="list-style-type: none"> ○ <i>Tentative</i> • Regular Meeting (11/20: City Space) <ul style="list-style-type: none"> ○ Discuss draft City policy recommendations and equip Chair to draft • Actions Between Meetings <ul style="list-style-type: none"> ○ Submit City policy recommendations to Council by November 30, 2025
December	<ul style="list-style-type: none"> • Work Session (12/4: City Space) <ul style="list-style-type: none"> ○ <i>Tentative</i> • Regular Meeting (12/18: City Space) <ul style="list-style-type: none"> ○ Officer Nominating Committee presents slate of nominees • Actions Between Meetings
January	<ul style="list-style-type: none"> • Work Session (1/1: City Space) <ul style="list-style-type: none"> ○ <i>Not scheduled – City holiday</i> • Regular Meeting (1/15: City Space) <ul style="list-style-type: none"> ○ Officer elections ○ Plan date for Annual Meeting in March • Actions Between Meetings
February	<ul style="list-style-type: none"> • Work Session (2/5: City Space) <ul style="list-style-type: none"> ○ <i>Tentative</i> • Regular Meeting (2/19: City Space) <ul style="list-style-type: none"> ○ Planning for Annual Meeting • Actions Between Meetings <ul style="list-style-type: none"> ○ HRC leadership begins draft of annual focus and goals