



**City of Richmond
Human Rights and
Human Relations Commission
MEETING AGENDA**

*Vivien Feyer, Chair
Rock Brown, Vice Chair
Betty Burrus-Wright, PhD, Commissioner
Kathleen Sullivan, Commissioner*

*Councilmember Jovanka Beckles
Council Liaison*

*Courtney Cummings, Commissioner
Demetria Saunders, Commissioner
Joyce Harris, Commissioner
Jasmine Jones, Commissioner*

*Sr. Asst. City Attorney, Everett Jenkins
Commission Intern, Jantsan Damdinsuren*

SPECIAL MEETING

Monday, June 3, 2013 at 6:30 pm
City Council Chambers, Community Services Building
1st Floor, Civic Center Plaza, Richmond, CA 94804

A. CALL TO ORDER

B. ROLL CALL

C. AGENDA REVIEW

At the discretion of the Chair, items on the Agenda may be heard in an order different from that which appears on the Agenda.

D. MEETING PROCEDURES

Members of the public attending a Human Rights and Human Relations Commission meeting for the first time are encouraged to read the "Meeting Procedures" information following the Agenda. Anyone who wishes to address the Commission during OPEN FORUM or on a specific item must file a Speaker's Form with staff.

E. OPEN FORUM #1

Members of the public are invited to address the Commission on topics that are not on the Agenda. Please note: In order to accommodate all members of the public who wish to speak, including those who are unable to arrive early in the meeting, the Commission will hold a second OPEN FORUM at approximately 8:30 PM,. Please file only one OPEN FORUM Speaker's Form with staff, indicating either "OPEN FORUM #1" or "OPEN FORUM #2".

F. APPROVAL OF MINUTES

February 2013

G. CITY COUNCIL LIAISON REPORT

The City Council member serving as liaison to the Commission may make a report on City Council actions of interest to the Commission.

H. STAFF REPORTS

I. DISCUSSION ITEMS

The Commission may take direct action, make recommendations to the City Council or provide direction to staff.

- I. 1 RESOLUTION TO RECOMMEND AMENDING RICHMOND'S POLICY AGAINST WORKPLACE HARASSMENT TO REINSTATE A 15 DAY TIME LIMIT TO CONCLUDE INVESTIGATIONS (15 minutes)**
REVIEW AND DISCUSS RECOMMENDED RESOLUTION
Chairperson Feyer, Commissioner Sullivan, Commissioner Harris, and Commissioner Saunders
- I. 2 RESOLUTION SUPPORTING THE ENACTMENT OF THE "HEALTHY WORKPLACE BILL" IN CALIFORNIA (15 minutes)**
REVIEW AND DISCUSS RECOMMENDED RESOLUTION
Chairperson Feyer, Commissioner Sullivan, Commissioner Harris, and Commissioner Saunders
- I. 3 RESOLUTION REGARDING THE IMPACT OF WORKPLACE BULLYING (15 minutes)**
REVIEW AND DISCUSS RECOMMENDED RESOLUTION
Chairperson Feyer, Commissioner Sullivan, Commissioner Harris, and Commissioner Saunders
- I. 4 RESOLUTION TO SUPPORT THE CREATION OF A WHISTLEBLOWER POLICY (15minutes)**
REVIEW AND DISCUSS RECOMMENDED RESOLUTION
Chairperson Feyer, Commissioner Sullivan, Commissioner Harris, and Commissioner Saunders
- I. 5 CITY OF RICHMOND EMPLOYEE SURVEY TO ASSESS WORKPLACE BULLYING (15 minutes)**
REVIEW AND DISCUSS RECOMMENDATIONS
Chairperson Feyer, Commissioner Sullivan, Commissioner Harris, and Commissioner Saunders
- I. 6 CREATION OF AN ETHICS COMMISSION (15 minutes)**
REVIEW AND DISCUSS RECOMMENDATIONS
Chairperson Feyer, Commissioner Sullivan, Commissioner Harris, and Commissioner Saunders
- I. 7 IMPLEMENTATION OF ANNUAL CITY EMPLOYEE TRAINING ON WORKPLACE BULLYING (15 minutes)**
REVIEW AND DISCUSS RECOMMENDATIONS
Chairperson Feyer, Commissioner Sullivan, Commissioner Harris, and Commissioner Saunders
- I. 8 HRHRC BROCHURE 10 minutes)**
REVIEW AND APPROVE UPDATED COMMISSION BROCHURE
Chairperson Feyer

I. 9 COMMITTEE REPORT: EDUCATION AND OUTREACH (10 minutes)

APPROVE COMMISSION LETTERS TO SCHOOLS

Committee Chair Burrus-Wright, Commission Vice-Chair Brown, and Commissioner Harris

I. 10 COMMITTEE REPORT: PLANNING, ADMINISTRATION AND BUDGET (25 minutes)

a) REVIEW HRHRC EXPENDITURES FOR FISCAL YEAR 2012/2013 AND APPROVE FINAL EXPENDITURES;

b) DISCUSS 2013/2014 and 2014/2015 BUDGET

c) MOVING FROM DECISION TO IMPLEMENTATION: DISCUSS PROCEDURES FOR CARRYING FORWARD HRHRC ACTIONS

Chairperson Feyer and Commissioner Jones and Commissioner Sullivan

I. 11 RICHMOND PERSONNEL BOARD (5 minutes)

UPDATE ON PERSONNEL BOARD ACTIVITY AND HRHRC RECOMMENDATIONS

Chairperson Feyer

J. OPEN FORUM #2

K. COMMISSION BUSINESS

A. CALL FOR AGENDA ITEMS

B. FOR THE GOOD OF THE COMMISSION

L. ADJOURNMENT

The next regular meeting of the City of Richmond Human Rights and Human Relations Commission is scheduled for Monday, June 24, 2013.

M. MEETING PROCEDURES

Speaker Registration

Anyone who wishes to address the Human Rights and Human Relations Commission (HRHRC) on a topic that is not on the Agenda and is relevant to the Commission's purpose may speak once in either of the two OPEN FORUM sessions, but not both. Please file a Speaker Form with staff PRIOR to the announcement of that section of OPEN FORUM.

Persons wishing to speak on a particular Item on the Agenda must file a Speaker's Form with the staff PRIOR to the Commission's consideration of the Item. Once discussion on the Agenda Item begins, only those persons who have previously submitted Speaker's Forms will be permitted to speak on the Item.

Time Limits

Individual public speakers shall have a maximum of two (2) minutes to address the Commission. If all Agenda Items are not completed by 9:30 pm, the Items remaining shall be continued to the next Regular Meeting, unless the Commission votes to extend the meeting.

Cell Phones

Please silence all cell phones, pagers, and other electronic devices during the meeting.

Persons with disabilities, who require auxiliary aids or services in using City facilities, services or programs, or who would like information on the City's compliance with the American with Disabilities Act (ADA) of 1990 may contact (510) 620-6509 for assistance.