



NOTICE OF PUBLIC MEETING

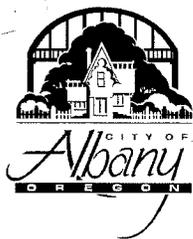
HUMAN RELATIONS COMMISSION
City Hall, Municipal Court Room (*note the room change*)
Tuesday, January 24, 2012
7:00 p.m.

AGENDA

1. CALL TO ORDER
2. WELCOME NEW COMMISSION MEMBER
3. ROLL CALL
4. APPROVAL OF MINUTES
 - November 29, 2011. [Pages 1-3]
Action: _____
5. SCHEDULED BUSINESS
 - a. Business from the Public
 - b. Martin Luther King, Jr., Celebration. [Verbal] (Whitley/Greenman)
 - January 2012 event @ LBCC
 - Consider cosponsoring "Where MLK's 'Dream' is Today" event with GAPS, Boys & Girls Club, and Albany Peace Seekers for students creating one-, two-, and three-dimensional works ending in a celebration of the student work on March 7 at the Main LibraryAction: _____
 - c. Human Relations Award. [Verbal] (Thomson)
 - Plan for who's going to present the award at the January 25 council meetingAction: _____
 - d. Updates
 - 1) Annual report (*January 2010 thru December 2011*). [Verbal] (Whitley)
Action: _____
 - 2) Hispanic Advisory Council (HAC). [Verbal] (Dodge Vera)
Action: _____
 - 3) Calendar of Events: 2012. [Page 4] (Whitley)
Action: _____
5. BUSINESS FROM THE COMMISSION
6. NEXT MEETING DATE: *Tuesday, February 28, 2012, 7:00 p.m.*
7. ADJOURNMENT

City of Albany Web site: www.cityofalbany.net

The location of the meeting/hearing is accessible to the disabled. If you have a disability that requires accommodation, please notify the Human Resources Department in advance by calling (541) 917-7500.



HUMAN RELATIONS COMMISSION (HRC)
 City Hall, Willamette Room
 Tuesday, November 29, 2011

MINUTES

Commissioners present: Kim Whitley, Michael Thomson, Margaret Martinez, Tina Dodge Vera, Linda Hart, and Nancy Greenman

Commissioners absent: Julie Jones (unexcused)

Staff present: Wes Hare, City Manager; Marilyn Smith, Public Information Officer/Management Assistant; David Shaw, Human Resources Director

Others present: Janette Emerson, Chelsea Baker, Daniel Trinidad – LBCC students; Jodie Nelson, Executive Assistant at OSU

CALL TO ORDER

Chair Kim Whitley called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES

October 25, 2011

MOTION: Michael Thomson made a motion to approve the minutes; Margaret Martinez seconded. Approved 6-0.

SCHEDULED BUSINESS

BUSINESS FROM THE PUBLIC

None.

Martin Luther King, Jr., Event

Whitley asked the guests to introduce themselves. Jodi Nelson works for Oregon State University (OSU). Chelsea Baker, Janette Emerson, and Daniel Trinidad are part of the Diversity Enrichment Center at Linn-Benton Community College (LBCC).

Nelson said that OSU is planning an event for Martin Luther King, Jr., Day. She said that the event should take place on Monday, January 16, and it will likely include a breakfast and celebration. She said that Diane Davis is planning the event this year.

Baker said that LBCC is planning a public speaking engagement by the Freedom Writers. Whitley asked if the HRC could help with this event in some way. Baker said that it would be good to get the word out to all citizens of Albany about the event. The group would like to reach more people than just the student population. Baker said that they are not certain what date the event will take place. She said the plan is for The Freedom Writers to speak and share their experiences. Whitley asked if this event could be included in the *City Bridges* newsletter. Wes Hare suggested that the HRC be a cosponsor of this event. Nancy Greenman said that it would be good to let the School District know about this event as well because there may be students who would like to attend. Nelson suggested having a viewing of the *Freedom Writers* DVD. Whitley asked what the HRC would like to do. Greenman said that she would like the HRC to cosponsor the event. Tina Dodge Vera suggested having a showing of the movie at the Library. Whitley suggested

looking at the Venetian about having the movie hosted there. Linda Hart said that she would check with the Venetian and the Pix to see if one of those venues would show the movie. Whitley said that the HRC will cosponsor the event, and will check on showing the movie at the Library and will check with the School District. January 16, 2012, is the actual date of the holiday. Baker asked if buses run on that date. Marilyn Smith will check to see if the Loop will be in operation. Greenman suggested also doing a news release to talk about the event.

Janette Emerson, 541-917-4461. If the HRC needs to contact the Diversity Enrichment Center, please call Janette.

Report on City's Internal Diversity Task Force

David Shaw said that the Internal Diversity Task Force has met once and the group's goal is to work on a plan to get the City's workforce reflective of the community being served. Shaw discussed the current labor force statistics for 2010. The workforce is pretty reflective of the community except for females and Hispanics. He said that the City falls short in those areas.

Greenman said that the demographics are interesting. Whitley said that she believes this is fairly normal among most organizations. Shaw said that the difference to look at is the labor market and the City's workforce. Shaw said that the challenge is how to reflect the current labor market. Hare said that we have lost some diversity within the City when the Public Works Director and Community Development Director left. He said that the City's policy is that if all qualifications are equal, choose the diverse applicant. Shaw said that 45 percent of the employees don't live in Albany. He said that we do outreach in Eugene, Portland, and Salem newspapers. He said that job openings are posted in a variety of diverse publications, but we don't get a big response from those venues.

Shaw said that the Task Force will be considering a diversity assessment tool as a way to gauge the current culture of the employees. He said that it is an expensive process and with a limited budget, it may be difficult to complete. Whitley said that it is important to figure out how to increase the applicant pool. Shaw said that there are educational incentives available for employees wanting to move up in the organization. He said that the city pays 75 percent of the cost. Shaw said that we have one of the slowest turnover rates within the City. He said that positions haven't been filled after they have been vacated due to the budget. Greenman said that she appreciates that this work is being done. She asked if we pay a language differential to employees who can speak other languages. Shaw said that Police and Library employees can receive a language incentive.

Human Relations Award: Recommendation from Subcommittee

Michael Thomson passed out the form of the selected nominee, Sharon Gisler. Whitley asked how many nominees we had. Thomson said that we didn't get very many. Marilyn Smith asked if the nominee is an Albany resident. Thomson said that the nominee is an Albany resident. Smith said that one of the Councilors asked that the nominees be Albany residents to be eligible to receive the award. Thomson said that Aurora Glass Awards has a variety of different award options and they are made from recycled glass. Hare said that the budget for the award is \$100. Whitley asked the group if they would like to use Aurora Glass for the award. The group agreed. Whitley asked when the presentation would be. Smith said that there is a City Council meeting on January 11 and January 25. The group decided to do the presentation at the January 25 City Council meeting and that the subcommittee will create the award. Greenman made a motion to approve the selected nominee and to proceed with ordering the award; Thomson seconded the motion. Approved 6-0.

Annual Report

Greenman said that she thought that we would be doing this in the summer. Whitley said that is correct; the Commission will have it prepared for June 2012.

Hispanic Advisory Council (HAC)

No update at this time.

Calendar of Events: 2011 and 2012

Whitley asked to include the tentative viewing of the *Freedom Writers* movie. Smith said that the movie could be borrowed from OSU if the Library doesn't have a copy.

BUSINESS FROM THE COMMISSION

Margaret Martinez said that this is her last meeting as she will not be reapplying. She said that she has enjoyed be a part of this Commission. The group thanked Martinez for her service.

Whitley said that there will not be a December meeting. Dodge Vera said that she received an invitation to the South Albany planning meeting. She said that it would have been nice if the invitation was in Spanish, too. Greenman said thanks to all of the staff that helps to make these meetings run so well.

NEXT MEETING DATE

Tuesday, January 24, 7:00 p.m.

ADJOURNMENT

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Respectfully submitted,

Gina Burrese
Administrative Assistant

Diana Eilers
Administrative Assistant I

Reviewed by,

Wes Hare
City Manager

Calendar of Events for 2012

January 25, 2012, City Council meeting – 2011 Human Relations Award recipient presentation

January 22, 2012 – Martin Luther King, Jr., event
Freedom Writers movie viewing

February 2012 –

March 2012 –

April 2012 –

May 2012 – Mental Health month

June 2012 – Submission of January 2010 thru December 2011 annual report to the City Council

July 4, 2012 – Hosting a booth at River Rhythms 4th of July night concert [*Wednesday, July 4*]

July 2012 – Hosting a booth at River Rhythms Thursday night concerts [*July 12 & 26*]

July 24, 2012 – HRC/HAC joint meeting, 3:00 p.m.

August 7, 2012 – National Night Out Event

August 2012 – Hosting a booth at River Rhythms Thursday night concerts [*August 2 & 9*]

September 2012 – Greeters at Festival Latino, Saturday, September 15, 2012, noon-4:00 p.m.

October 2012 – Submission of Human Relations Award (HRA) applications [*October 15-November 15*]

November 2012 – Submission of HRA applications [*October 15-November 15*]

November 16-27, 2012 – HRA Subcommittee meets to evaluate HRA applications

November 27, 2012 – Selection of Human Relations Award recipient

December 2012 –