

Revised



HUMAN RELATIONS COMMISSION
AGENDA

Tuesday, July 28, 2020

Please join the meeting at 7:15 p.m. from your computer, tablet, or smartphone

<https://www.gotomeet.me/cityofalbany/hrc>

You can use your built-in microphone or dial in using your phone.

Call: 1-669-224-3318 Access code: 283-580-261

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - a. February 25, 2020 [Pages 2-4]
 - b. June 23, 2020 [Pages 5-7]
4. SCHEDULED BUSINESS
 - a. Business from the Public
Persons wanting to provide comment to the body must send their written comments by email to gina.burrese@cityofalbany.net. Please limit comments to one page. Emails received by noon the day of the meeting will be included in the public record.
 - b. Human Relations Awards Presentation [Page 8]
 - c. 2019 Annual Report Presentation [Verbal]
 - d. HRC Calendar Event Debriefs [Pages 9-10]
 - e. Upcoming Events from HRC Calendar and Other Volunteer Opportunities [Pages 9-10]
 - f. Highlights for 2020 Annual Report Preparation [Verbal]
 - g. Staff Updates – Deputy City Manager/CIO Jorge Salinas [Verbal]
5. BUSINESS FROM THE COMMISSION
6. NEXT MEETING DATE: *Tuesday, August 25, 2020*
7. ADJOURNMENT

Microphones will be muted and webcams will be turned off for presenters and members of the public unless called upon to speak.

If participant(s) disrupt the meeting, the participant(s) microphone and webcam will be turned off.

If disruption continues, the participant(s) will be removed from the meeting.

Due to Governor Brown's Executive Orders limiting public gatherings during the COVID-19 pandemic, this meeting is accessible to the public via phone and video connection.





HUMAN RELATIONS COMMISSION

MINUTES

Tuesday, February 25, 2020
Municipal Courtroom, City Hall

Approved: DRAFT

CALL TO ORDER

Chair Stephanie Newton called the meeting to order at 7:01 p.m.

ROLL CALL

Commissioners present: Stephanie Newton, Chris Equinoa, Scott Lawley, Jessi Brenneman, Ray Kopczynski, Daniel Ropp, Jo Rae Perkins (arrived at 7:09 p.m.)

Commissioners absent: None

Staff present: Jorge Salinas, Deputy City Manager/CIO

APPROVAL OF MINUTES

January 28, 2020

Deputy City Manager/CIO Jorge Salinas noted a correction on the spelling of a name.

MOTION: Commission Ray Kopczynski made a motion to approve the minutes as amended; Commissioner Jessi Brenneman seconded. Approved 6-0. (Commissioner Jo Rae Perkins arrived after the motion.)

SCHEDULED BUSINESS

Business from the Public 7:03 p.m.

There was no business from the public.

Presentation by Jackson Street Youth Services. 7:03p.m.

The presentation was cancelled due to illness.

Latinx Census Engagement 7:04 p.m.

Census representative and Assistant Transportation Planner with the Oregon Cascades West Council of Governments, Stephanie Nappa, came to discuss ideas on how to engage Linn County’s Hispanic and other minority populations in the census process. In Linn and Benton counties, there are Complete Count Committee meetings that are held twice a month at which they strategize on how to engage populations that are at risk of not being counted.

Nappa informed the group of two informational websites: oregon2020census.gov and wecountoregon.com. Information is provided in several languages, and resources are available to download. For outreach, local newspapers, radio stations, and social media platforms are being utilized. Commissioner Chris Equinoa recommended reaching out through local churches. Newton will email Nappa a list of area ministerial agencies and the contact for Disability Rights Oregon. The commission suggested having City departments post an

announcement on their social media pages and to have the library's homepage be set to the census website. They also suggested connecting with area agencies such as the Albany Visitor's Association, the Greater Albany Public Schools, and shelters such as Jackson Street Youth Services. Nappa will contact Management Assistant/Communications Officer Marilyn Smith for assistance.

Newton requested that the Complete Count Committee meetings be added to the commission's event calendar. She plans on attending the February 27 meeting at the Albany Public Library.

Nappa detailed the census timeline, which can be found on the state's website. There was discussion on the accuracy of the census count. When asked how else the commission could help, Nappa noted that sharing the online resources is important. Newton thanked Nappa for sharing with the group.

Human Relations Award for Calendar Year 2019

7:39 p.m.

From the applications received, the award winners and runners-ups were decided through a vote by the commission and will be revealed at the May 13, 2020, City Council meeting. City staff will invite the nominees and nominators to the council meeting and order the awards.

2019 Annual Report Presentation

7:44 p.m.

Newton is still working on the report and asked commission members to email her any key insights or specific images from the events they attended throughout the year. When the draft of the report is completed, she will email it to the group for their review. She asked that City staff send her the commissioners' email addresses.

Newton requested that specific dates of events attended by members be recorded in the minutes to aid in compiling the annual reports.

EVENT DEBRIEFS

7:48 p.m.

Newton attended the February 6 community conversation with City Manager Peter Troedsson at the Senior Center regarding Albany's growing pains. Brenneman attended the February 4 conversation at the Hickory Station Barn.

UPCOMING EVENTS AND OTHER VOLUNTEER OPPORTUNITIES

7:51 p.m.

Newton plans on attending the waterfront project's open house on March 5 and the housing economic needs analysis on March 9, and she encouraged the group to attend as well. She reminded the group to attend the advisory group training on March 10 at City Hall. Perkins shared that she is running for United States Senate and that attending many of the events will be difficult for her.

MONTHLY HIGHLIGHTS FOR 2020 ANNUAL REPORT PREPARATION

7:55 p.m.

The census conversation will be highlighted in the report.

STAFF UPDATES

7:56 p.m.

Deputy City Manager/CIO Jorge Salinas announced the opportunity for input on the waterfront project on March 5 at the Senior Center. The project has a website that can receive emails: albanewaterfront.net. Salinas gave the commission an anonymous survey from the OSU student who had emailed the group previously. The commission members can give their responses to Salinas and he will forward them back to the student. Salinas informed the commission that they are scheduled for the March 25 City Council meeting to present their report.

BUSINESS FROM THE COMMISSION

7:58 p.m.

There was no business from the commission.

NEXT MEETING DATE

The next regularly scheduled commission meeting is on Tuesday, March 24, 2020.

ADJOURNMENT

Hearing no further business, Chair Newton adjourned the meeting at 7:58 p.m.

Respectfully submitted,

Reviewed by,

Gina Burrese
Administrative Assistant (Confidential)

Jorge Salinas
Deputy City Manager/CIO



MINUTES

Tuesday, June 23, 2020

Remote

Approved: DRAFT

CALL TO ORDER

Chair Stephanie Newton called the meeting to order at 7:04 p.m.

ROLL CALL

Commissioners present: Stephanie Newton, Chris Equinoa, Scott Lawley, Jo Rae Perkins, and Ray Kopczynski

Commissioners absent: Daniel Ropp and Jessi Brenneman

APPROVAL OF FEBRUARY 25, 2020, MINUTES

7:07 p.m.

MOTION: Commissioner Ray Kopczynski moved to approve the February 25, 2020, minutes.

The motion failed for lack of a second after Commissioner Lawley asked for the following change to be made to the minutes:

- On page two of the draft minutes, in the paragraph titled "UPCOMING EVENTS AND OTHER VOLUNTEER OPORTUNITIES" change "state senate" to "U.S. Senate".

Newton said that the minutes would come back to the next meeting after the changes.

SCHEDULED BUSINESS

a. Business from the Public

7:08 p.m.

Councilor Alex Johnson II and Mayor Sharon Konopa said that they were both present to observe the meeting.

b. Plans for Human Relations Award Presentation

7:09 p.m.

Deputy City Manager/CIO Jorge Salinas said that the awards are ready and can be presented virtually in July or the Commission can wait until August to see if there will be an in-person city council meeting.

After a brief discussion, the Commission asked that the presentation be scheduled for the second city council meeting in August, regardless of if the meeting is going to be virtual or in person.

- c. Plans for 2019 Annual Report Presentation **7:12 p.m.**

This item was moved to business from the commission.

- d. HRC Calendar Event Debriefs **7:12 p.m.**

Commissioner Jo Rae Perkins and Kopczynski both said that they attended the Black Lives Matter protests and offered kudos for the protests being well organized and peaceful.

- e. Upcoming Events from HRC Calendar and Other Volunteer Opportunities **7:15 p.m.**

Kopczynski said that the carousel has reopened and there are about half as many volunteers as there were before it closed. Kopczynski continued that they still have 95 percent of the shifts covered and are open from 11:00 a.m. to 4:00 p.m. seven days a week.

- f. Highlights for 2020 Annual Report Preparation **7:17 p.m.**

Newton said that because of the lockdown caused by the global pandemic, there will likely not be much to add to the 2020 Annual Report.

- g. Staff Updates **7:18 p.m.**

Salinas informed the commission that Marilyn Smith is retiring and how her duties will be split among existing positions.

Salinas informed the commission that the library is offering contact free curbside pickup and that parks and playgrounds are being inspected for opening and will open when Oregon Health Authority guidance is received. Salinas also detailed the opening schedules for softball, swimming, and the municipal court.

BUSINESS FROM THE COMMISSION **7:23 p.m.**

Newton asked commissioners to review the draft of the 2019 Annual HRC report that she emailed to them before the meeting (see agenda file). Newton said that any commissioners with photos they would like to include should send the photos to her.

The following changes and edits were suggested by commissioners:

- Add the September 11th memorial event to the September timeline.
- Add to the timeline the addition of Kopczynski to the HRC.
- Change the "term expires" on page 15 for Lawley to the correct date.
- Change Lawley's picture in the board roster.
- Change Michael "Thompson" to "Thomson" on page 13.
- Add the downtown twice around parade to the report.
- Add photo credits to the Albany Visitors Association.

Newton said that she would create a slideshow of the report to present to city council at their August 26, 2020, meeting and Commissioner Chris Equinoa said that he would help with the presentation if he was in town.

Newton asked that staff provide who the guests were to 2019's HRC meetings since they were not included on the minutes.

Equinoa, Konopa, and Salinas had a brief discussion about the Sunrise Park dedication.

NEXT MEETING DATE

The next regularly scheduled commission meeting is on Tuesday, July 28, 2020.

ADJOURNMENT

Hearing no further business, Newton adjourned the meeting at 7:51 p.m.

Respectfully submitted,

Reviewed by,

Gabriel Shepherd
Recorder

Jorge Salinas
Deputy City Manager/CIO

Human Relations Award

Process

- Two categories
 - Individuals
 - Albany organizations or businesses
 - Publicity seeking nominations [*January 1, 2020, thru February 14, 2020*]
 - News release
 - Posting on City's website
 - Provide Blake Pang at United Way, Love INC, and Chamber with the nomination form (English and Spanish) and the news release for distribution via their networks
 - Nomination forms due by 5:00 p.m. Friday, February 14, 2020
 - Nominations are shared at the February 25 HRC meeting
 - **HRC makes HRA selections and votes by email**
 - Selects top three finalists for the two categories (if enough applications are submitted)
 - Selects award recipients for the two categories [receives award]
 - Selects up to two runners-up for the two categories [receives certificate]
- [Name of "award" recipients to be kept confidential so that it is a surprise at the awards presentation in ~~May~~.]***
- City orders award(s) and prepares certificates.
 - HRC presents the awards and certificates at *August 26, 2020, city council meeting* (rescheduled from May)
 - Finalists attend city council meeting

Time Schedule

- *January 1 thru February 14, 2020*: Submission of HR award applications
 - Nomination forms due by 5:00 p.m. Friday, February 14, 2020
 - *After February 14, 2020, application deadline*: HRC makes HRA awards selections
 - Selects top three finalists for the two categories
 - Selects award recipients for the two categories [receives award]
 - Selects up to two runners-up for the two categories [receives certificate]
- [Name of "award" recipients to be kept confidential so that it's a surprise at the awards presentation the August 2020, city council meeting]***
- *August 26, 2020, city council meeting*:
 - HRC representatives:
 - 1) attends/remotely joins meeting
 - 2) gives foundational introduction that sets the stage for public understanding of the award's purpose; and
 - 3) for each category:
 - a) reads info about the recipient and presents the award; and
 - b) reads info about the runner-up(s) and presents the certificate(s).
 - Finalists attend/remotely join city council meeting
 - Following the council meeting, provide photos, if available, to *Democrat-Herald*.
 - Issue news release announcing award recipients

Calendar of Events

January 2020

| | | | |
|------------|---|-------------------------|---|
| 01/17/2020 | Leadership LBCC: Equity & Cultural Fluency Series | 8:00 a.m.- 4:00 p.m. | LBCC- Fireside Room |
| 01/19/2019 | Women's March | noon-3:00 p.m. | Central City Park, Corvallis |
| 01/20/2019 | MLK Day | | |
| 01/28/2019 | HRC meeting | 7:00 p.m. | City Hall Municipal Courtroom |
| 01/30/2020 | Youth Mental Health First Aid | 8:00 a.m.- 5:00 p.m. | Linn Benton Community College- Cascade View Room |

February 2020

| | | | |
|------------|--|-------------------------|--|
| 02/04/2020 | Community Conversation with City Manager Peter Troedsson | 6:00 p.m. | The Barn at the Hickory Station |
| 02/06/2020 | Coffee Break with the City Manager | 9:00 a.m. | Albany Senior Center |
| 02/12/2020 | Adult Mental Health First Aid | 8:00 a.m.- 5:00 p.m. | Linn Benton Lincoln Education Services District |
| 02/13/2020 | PFLAG (call for confirmation: 541-782-8829) | 6:30 p.m. | First Christian Church |
| 02/13/2020 | NAACP | 7:00 p.m. | Albany Public Library |
| 04/14/2020 | Deadline for submission of 2019 HRA nomination forms | | |
| 02/14/2020 | Leadership LBCC: Equity & Cultural Fluency Series | 8:00 a.m.- 4:00 p.m. | LBCC- Fireside Room |
| 02/25/2020 | HRC meeting | 7:00 p.m. | City Hall Municipal Courtroom |
| 02/26/2020 | HRC Annual Report Presentation for Year 2019 | 7:15 p.m. | City Hall Council Chambers |

March 2020

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|-----------------------|---|----------------------|--|
| 03/05/2020 | Albany Waterfront Project Open House | 4:00 p-6:00 p.m. | Senior Center |
| 03/06/2020 | Coffee with a Cop | 9:00 a.m. | At The Brim Coffee Co. |
| 03/09/2020 | Albany Housing and Economic Needs Analysis Project Discussion | 6:30 p.m. | City Hall Council Chambers |
| 03/10/2020 | Annual Training for Citizen Advisory Groups | 6:00 p.m. | City Hall Council Chambers |
| 03/12/2020 | PFLAG (call for confirmation: 541-782-8829) | 6:30 p.m. | First Christian Church |
| 03/12/2020 | NAACP | 7:00 p.m. | Albany Public Library |
| 03/24/2020 | HRC meeting-(Canceled) | 7:00 p.m. | City Hall Municipal Courtroom |

April 2020

| | | | |
|-----------------------|--|----------------|--|
| TBD | Unity Celebration | 4:00 p.m. | LBCC |
| TBD | African American Youth Leadership Conference | | |
| 04/09/2020 | PFLAG (call for confirmation: 541-782-8829) | 6:30 p.m. | First Christian Church |
| 04/09/2020 | NAACP | 7:00 p.m. | Albany Public Library |
| 04/28/2020 | Joint meeting of HRC and HAC | TBD | City Hall Municipal Courtroom |
| 04/28/2020 | HRC meeting-(Canceled) | TBD | City Hall Municipal Courtroom |

May 2020

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|-----------------------|---|-------------------------|--|
| | Mental Health Month | | |
| | International Culture Night | | LBCC |
| | OneVibe Diversity Day! | | LBCC |
| 05/13/2019 | 2019 Human Relations Award presentation | 7:15 p.m. | City Hall Council Chambers |
| 05/14/2020 | PFLAG (call for confirmation: 541-782-8829) | 6:30 p.m. | First Christian Church |
| 05/14/2020 | NAACP | 7:00 p.m. | Albany Public Library |
| 05/16/2020 | Coffee Break with the City Manager | 9:00 a.m. | Albany Senior Center |
| 05/21/2020 | HEART to Heart Resource Fair (always 3rd Thursday in May) | 9:00 a.m.- 1:00 p.m. | Albany Boys & Girls Club |
| 05/25/2020 | Memorial Day events | | |
| 05/26/2020 | HRC meeting-(Canceled) | 7:00 p.m. | City Hall Municipal Courtroom |

June 2020

| | | | |
|-------------------------|--|--------------------------|---|
| 06/06/2020 | Juneteenth Celebration (Corvallis/Albany NAACP presents) | 10:30 a.m.- 2:00 p.m. | A Series of Virtual Gatherings |
| 06/11/2020 | PFLAG | 6:30 p.m. | First Christian Church |
| 06/11/2020 | NAACP | 7:00 p.m. | Albany Public Library |
| | LGBTQ Rally/March | | Linn County Courthouse & Downtown Albany |
| 06/23/2020 | HRC meeting | 11:00 a.m. | Remote |
| 6/24-27/2020 | Safety Camp for kids entering grades 4-6 (Canceled) | 7:00 p.m. | Timber Ridge School |

July 2020

| | | | |
|------------|-------------|-----------|------------------------|
| 07/09/2020 | PFLAG | 6:30 p.m. | First Christian Church |
| 07/09/2020 | NAACP | 7:00 p.m. | Albany Public Library |
| 07/28/2020 | HRC meeting | 7:00 p.m. | Remote |

August 2020

| | | | |
|------------|--|------------|------------------------|
| | Midsummer Arts Festival | 10:00 a.m. | Monteith Riverpark |
| | National Night Out Event | | |
| 08/13/2020 | PFLAG | 6:30 p.m. | First Christian Church |
| 08/13/2020 | NAACP | 7:00 p.m. | Albany Public Library |
| 08/25/2020 | HRC meeting | 7:00 p.m. | Remote |
| 08/26/2020 | Present HR Award and annual report during City Council Meeting | 7:15 p.m. | |

September 2020

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|------------|-------------------------------|-----------|-------------------------------|
| 09/10/2020 | PFLAG | 6:30 p.m. | First Christian Church |
| 09/10/2020 | NAACP | 7:00 p.m. | Albany Public Library |
| | Fesival Latino | noon-4:00 | |
| 09/22/2020 | HRC meeting | p.m. | Monteith Riverpark |
| | Linn-Benton Vetern Stand Down | 7:00 p.m. | City Hall Municipal Courtroom |

October 2020

| | | | |
|--------------|-------------------------------|-----------|--------------------------------|
| Tuesdays | Community Meal | 4:30 p.m. | First Christian Church, Albany |
| 10/4-10/2020 | Mental Illness Awareness week | | |
| 10/08/2020 | PFLAG | 6:30 p.m. | First Christian Church |
| 10/08/2020 | NAACP | 7:00 p.m. | Albany Public Library |
| 10/27/2020 | HRC/HAC joint meeting | 4:00 p.m. | City Hall Municipal Courtroom |
| 10/27/2020 | HRC meeting | 5:00 p.m. | City Hall Municipal Courtroom |

November 2020

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|------------|-------------------------------|------------|-------------------------------|
| | Annual Summit on Homelessness | | |
| 11/11/2020 | Veterans Day Memorial Service | 8:30 a.m. | Timber Linn Park |
| 11/11/2020 | Veterans Day Parade | 11:00 a.m. | Downtown Albany |
| 11/12/2020 | PFLAG | 6:30 p.m. | First Christian Church |
| 11/12/2020 | NAACP | 7:00 p.m. | Albany Public Library |
| 11/24/2020 | HRC meeting | 7:00 p.m. | City Hall Municipal Courtroom |

December 2020

| | | | |
|------------|------------------------------------|-----------|-------------------------------|
| 12/10/2020 | PFLAG | 6:30 p.m. | First Christian Church |
| 12/10/2020 | NAACP | 7:00 p.m. | Albany Public Library |
| TBD | HRC meeting | 7:00 p.m. | City Hall Municipal Courtroom |
| | Homeless Persons' Memorial Service | 5:30 p.m. | |