

Human Rights Commission

August 21, 2008

DRAFT Minutes

Commissioners Present

Robert Sippel
Robert Bailey
Raj Bhanot
Karen Elaine Davis
Dr. Calvin Gill
John Marienthal
David Parker
Edward Walker

Commissioners Absent

Tahir Anwar (Excused)
Raji Bains (Excused)
Vanessa Thanh Dao Burbach (Excused)
Qi Deng

Council Liaison

Kathy Duong – Absent

Staff

Margarita Mendoza – City Manager's Office
Deanna Santana - City Manager's Office
Vilcia Rodriguez - City Manager's Office
Patricia Deignan – City Attorney's Office
Dennis Hawkins – City Clerk's Office
Dottie Barney – City Clerk's Office

1. **Call to Order**

The meeting was called to order at 6:35 p.m.

2. **Orders of the Day & Agenda Approval**

By motion of Commissioner Parker, seconded by Commissioner Bailey, the Orders of the Day and Agenda was unanimously approved (Yes: 8; No: 0).

3. **Approval of Minutes**

By motion of Commissioner Marienthal, seconded by Commissioner Parker the July 17 minutes were unanimously approved (Yes: 8; No: 0).

4. **Oral Petitions**

None.

5. **Standing Reports**

a) Council Liaison Report – None. Council Liaison was absent.

b) Human Relations Liaison Report – None. Commissioner Bains was absent.

c) San Jose Police Department Liaison Report – None.

d) Public Safety Oversight Committee – None. Commissioner Parker asked for an update on the status of the Citizen's Police Academy. Lt. Ryan will report this information at the next Commission meeting.

e) Staff Report – None.

6. Discussion and Action Agenda Items

6 a. Commission training by the offices of the City Attorney, City Manager and City Clerk on Brow Act, Council and City policies.

Presentation for information purposes only. Vilcia Rodriguez, City Manager's Office made brief opening comments stating that tonight's presentation is an opportunity for Commissioners to receive training in regards to their role as a body and individuals of the Human Rights Commission. Resource Binders were put together for Commissioners which contain copies of documents that will be reviewed tonight such as the HRC Bylaws and Council Policies. Staff is also planning to share this presentation with a working group that is studying the work of all Boards and Commissions citywide.

Deputy City Attorney, Patricia Deignan reviewed:

- Establishment of the Commission
- Council Policies Applicable to the Commission (0-4, 0-36)

The City Clerk's Office reviewed:

- Brown Act (Dottie Barney)
- Sunshine Provisions (Dottie Barney)
- Process for Commission Recommendations to the Council (Dennis Hawkins)

The City Manager's Office reviewed:

- Potential changes to bylaws
- Code of Conduct for Public Meetings Policy

6 b. Discussion and Action – Municipal Identification Cards

Commissioner Parker requested that this item be continued to the September meeting for discussion. Chair Sippel stated that an informal rule the Commission has followed was to not carry an agenda item for more than 3 meetings. This agenda item has been agendaized for the June, July and August meetings. The Commission agreed to carry this item for final discussion to the September agenda. No vote was taken.

6 c. Discussion and Action – HRC Website

Dottie Barney, Assistant to the City Clerk informed Commissioners that the City Clerk's Office will now be maintaining web pages for all Boards and Commissions on the City's website. The page will contain basic information about the Commission such as duties, qualifications and appointment information. In addition, agendas and minutes will now be posted. Audio-recording of Commission meetings will only be available upon request. The HRC page is accessible by visiting: <http://www.sanjoseca.gov/clerk/CommissionBoard/HRC.asp>
No vote was taken.

7. Standing Committee Reports: None

8. Commissioner Updates: None.

9. Community Events: None

10. Future Agenda Items

- Municipal Identification Cards

- Amendment of HRC Bylaws to comply with any changes in Sunshine Provisions and review Attendance policies

11. Adjournment

Upon a motion by Commissioner Bailey, seconded by Commissioner Marienthal, the meeting was adjourned at 8:20 p.m.

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