



HUMAN RELATIONS COMMISSION AGENDA

Tuesday, March 25, 2025
6:00 p.m.

This meeting will be conducted in person* at Albany City Hall, Council Chambers. At 6:00 p.m., join the meeting from your computer or tablet by clicking the link below:

<https://council.albanyoregon.gov/groups/hrc/zoom>
Meeting ID: 845 5748 1572, Passcode: 852892

Please help us get Albany's work done.
Be respectful and refer to the rules of conduct posted on the website.

1. Call to order
2. Roll call

3. Public Comment:

Persons wanting to provide comments may:

- 1) *Email written comments to kim.lyddane@albanyoregon.gov, including your name, before noon the day of the meeting.*
- 2) *To comment virtually during the meeting, register by emailing kim.lyddane@albanyoregon.gov before noon the day of the meeting, with your name. The chair will call upon those who have registered to speak.*
- 3) *Appear in person at the meeting and register to speak.*

4. Approval of the February 25, 2025, minutes

5. Scheduled business

- a. Continued HRC Strategic Plan/Goal Session Facilitated by Deputy City Manager Kayla Barber-Perrotta

6. Business from the members

7. Next meeting date: April 22, 2025

8. Adjournment

This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: kim.lyddane@albanyoregon.gov, 541-917-7769

Testimony provided at the meeting is part of the public record. Meetings are recorded, capturing both in-person and virtual participation, and are posted on the City website.

albanyoregon.gov/hrc





HUMAN RELATIONS COMMISSION

MINUTES

February 25, 2025

6:00 p.m.

Albany City Hall, Willamette Room and Virtual

Approved: **DRAFT**

Call to Order

Chair Allyson Dean called the meeting to order at 6:00 p.m.

Roll Call

Members present: Allyson Dean, Robyn Davis, Allyson Nydegger, Katie Pleis, Hedio Schulte (joined at 6:05 p.m.), Tami Cockeram

Members absent: Jamie Jones

Business from the public

There was no business from the public.

Approval of January 28, 2025, minutes

6:01 p.m.

MOTION: Nydegger moved to approve the minutes as presented, Cockeram seconded the motion, which passed 5-0.

Election of Human Relations Commission Chair and Vice Chair

6:02 p.m.

Nominations were opened. Cockeram nominated Dean to serve as Human Relations Commission chair. No other nominations were heard, and Dean was selected as chair unanimously.

Pleis nominated Davis as Human Relations Commission vice-chair. No other nominations were heard, and Davis was selected as vice-chair unanimously.

HRC Strategic Plan/Goal Session Facilitated by Deputy City Manager Kayla Barber-Perrotta

6:04 p.m.

*Powerpoint Presentation

Deputy City Manager Barber-Perrotta said that HRC Staffer Kim Lyddane shared HRC members wanted to obtain a clearer vision of the purpose, mission and objectives of the HRC group through a discussion with the City Council. Barber-Perrotta said taking a final work product to the City Council for discussion and direction, is the best strategy. She shared that the HRC planning/goal session tonight would involve a review of the 2021 HRC vision/mission and activities to understand the pain points. The result would be a two-year work plan for the HRC group to be presented to the City Council.

Barber-Perrotta presented a PowerPoint slideshow, and introduced the storyboard exercise. She said the goal is to think of the biggest pain points of Albany as they relate to the mission of the HRC. The next step would be specific actions which can be taken over the next two years to respond to the pain points. She instructed HRC members through an index card term/word exercise, which involved organizing the cards into themes, and prioritizing of the cards by each member using blue circle dots. Deputy City Manager Barber-Perrotta shared that the prioritized themes would be summarized into a spreadsheet and sent out the HRC members ahead of the March 2025 meeting. The March 2025

meeting would be ninety minutes long, for a continued strategic planning/goal setting session. The themes will be placed into an impact effort matrix for a two-year HRC work plan to go to the City Council for discussion and direction.

Brief discussion from the group was heard during and after the exercise.

*Photos of the story boards/index cards developed by the members during the exercise, have been added to the agenda packet for this meeting.

Business from the members

Brief discussion was heard about DEI, (Diversity Equity and Inclusion) and Federal government policy changes regarding language for grant opportunities. Barber-Perrotta said that the City of Albany receives around \$10.2 million in Federal grant funds. It is common for funding language/priorities to change at the Federal level as administrations change.

Next meeting date

The next meeting will be Tuesday, March 25, 2025.

Adjournment

Hearing no further business, the meeting was adjourned at 7:31 p.m.

Respectfully submitted,

Reviewed by,

Erik Glover
Recorder

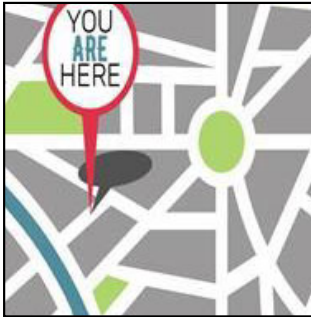
Kim Lyddane
Staff Liaison

*Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing cityclerk@albanyoregon.gov.



City of Albany HRC Strategy Session

Expectations



Be Present

- Close other screens
- Don't try to multi-task

Be Respectful

- Allow everyone to participate
- Be mindful
- Listen attentively





Goals

- Check-in on the Vision and Duties
- Understand Albany's biggest pain points as it relates to the mission of the HRC
- Identify possible solutions
- Evaluate, prioritize, assign
- Create a recommended 2-year work plan that can be taken to Council for review





Purpose/Mission

To foster a city that is stable, safe, and just, the Human Relations Commission is established by the Albany City Council. The commission is established to strengthen and celebrate every resident of Albany by being committed to the philosophy of acceptance, inclusion, equal opportunity accessibility, dignity, and fair treatment for all.

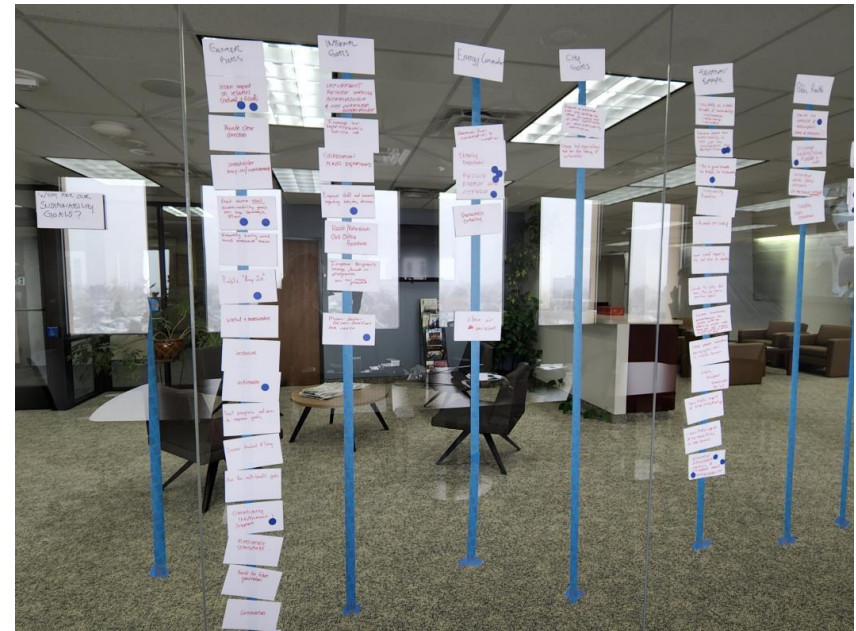


Storyboarding

What is a storyboard?

Flexible, creative, and efficient method for generating ideas :

- Breaks complex problems into smaller chunks
- Visualization tool
- **Generates 3x the responses** of a traditional discussion
 - Provides safety
 - Appeals to both introverts and extroverts
- All participants must contribute





What are Albany's biggest pain points as they relate to the mission of the HRC?

1. Using a **BLACK** marker, write down your ideas, **ONE IDEA PER CARD** as many cards as you need (10 minutes)
2. When you are done place them on the edge of the table to be collected
3. This is an individual activity!



What are Albany's biggest pain points as they relate to the mission of the HRC?

1. Rank ideas individually
2. Place **3 blue** dots for the ideas that are most important
3. Debrief



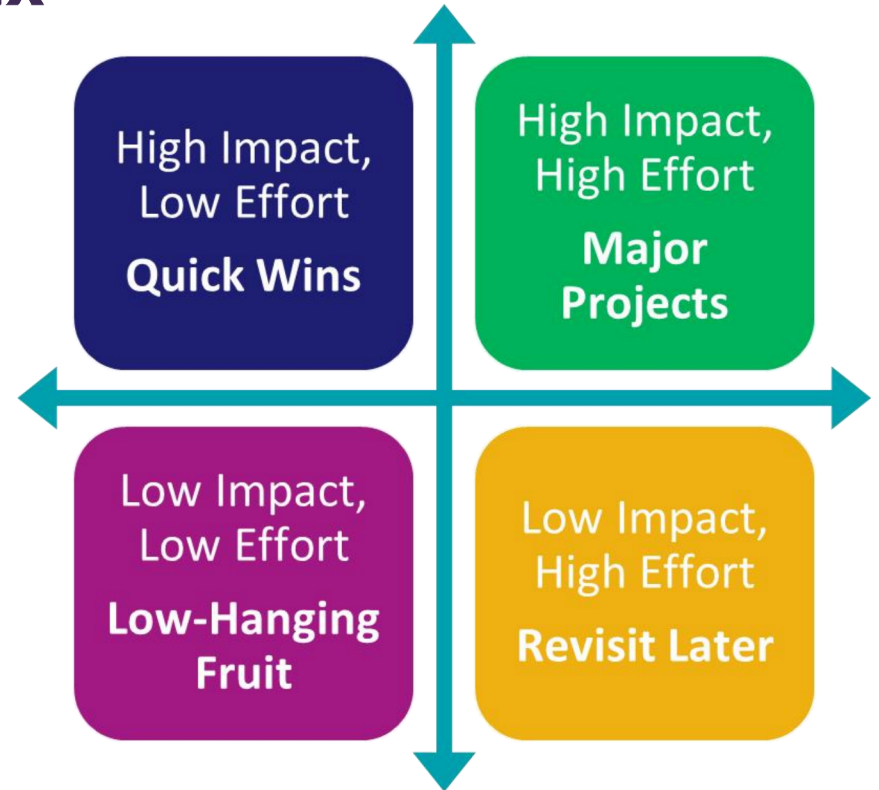
Duties

It is created to recommend and promote activities, programs, ordinances, expenditures, and other appropriate governmental activities that will serve to maintain respectful interactions within Albany. The Human Relations Commission will work to ensure that historically marginalized and underrepresented people and communities in Albany have equal access to City programs and services, and representation in City decision making. The Human Relations Commission will address concerns and complaints about discrimination through education and available community resources.



Impact/Effort Matrix

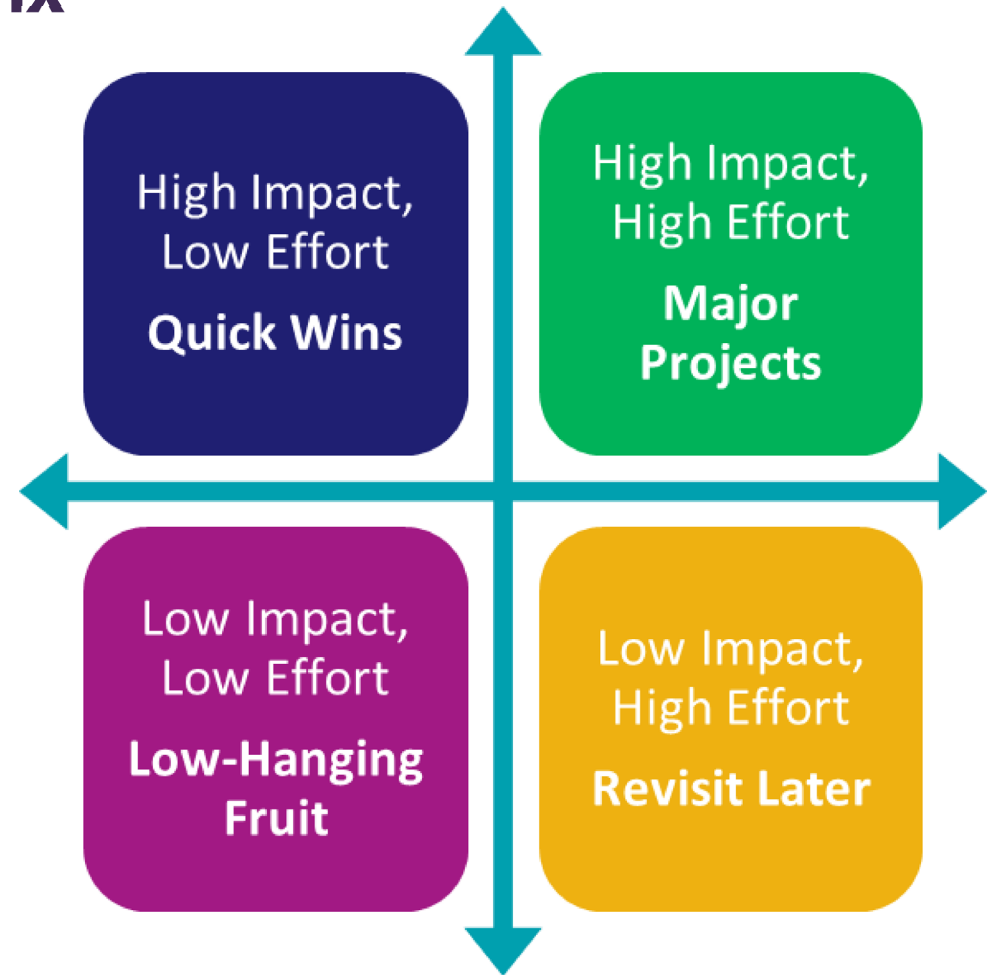
- Prioritize your ideas
- Determine what to do and what not to do
- Visualize getting the biggest impact with the fewest resources

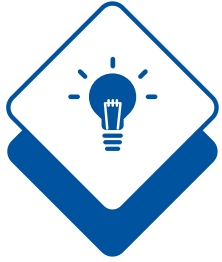




Impact/Effort Matrix

1. Select 1-3 pain points from the Storyboard as a group.
2. Individually brainstorm solutions
3. Place on the impact/effort matrix as a group
4. Prioritize



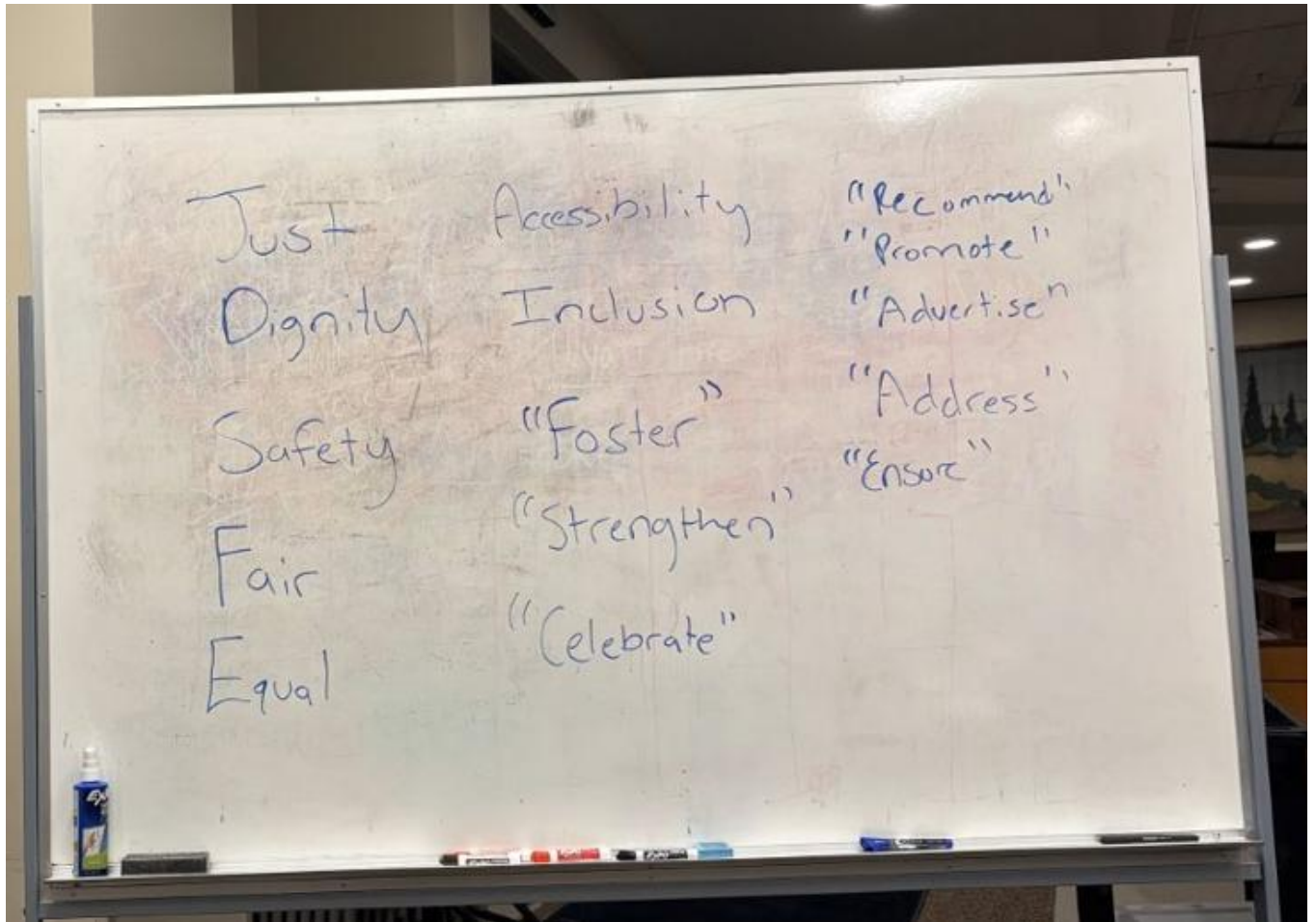


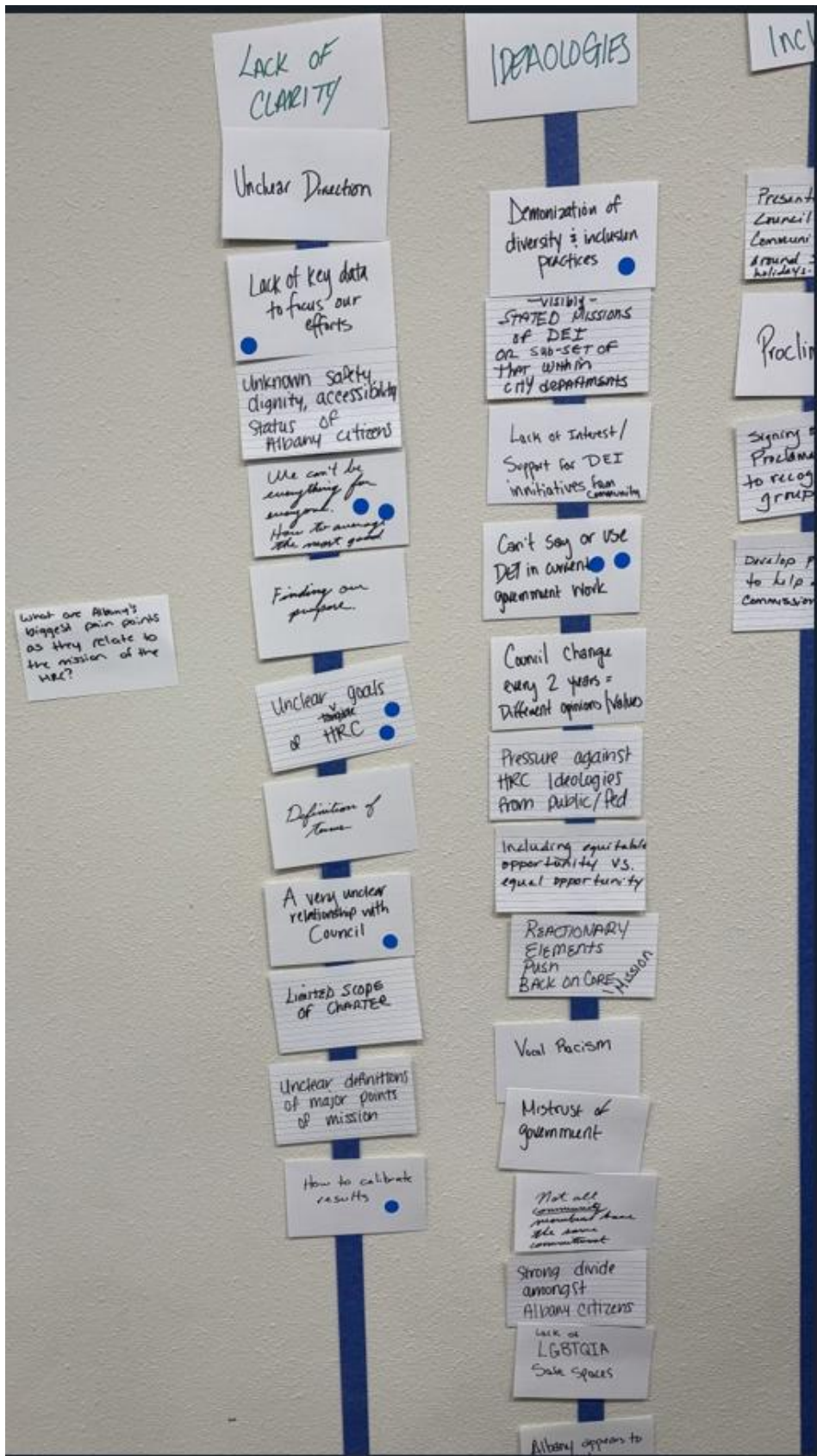
Bringing it all together

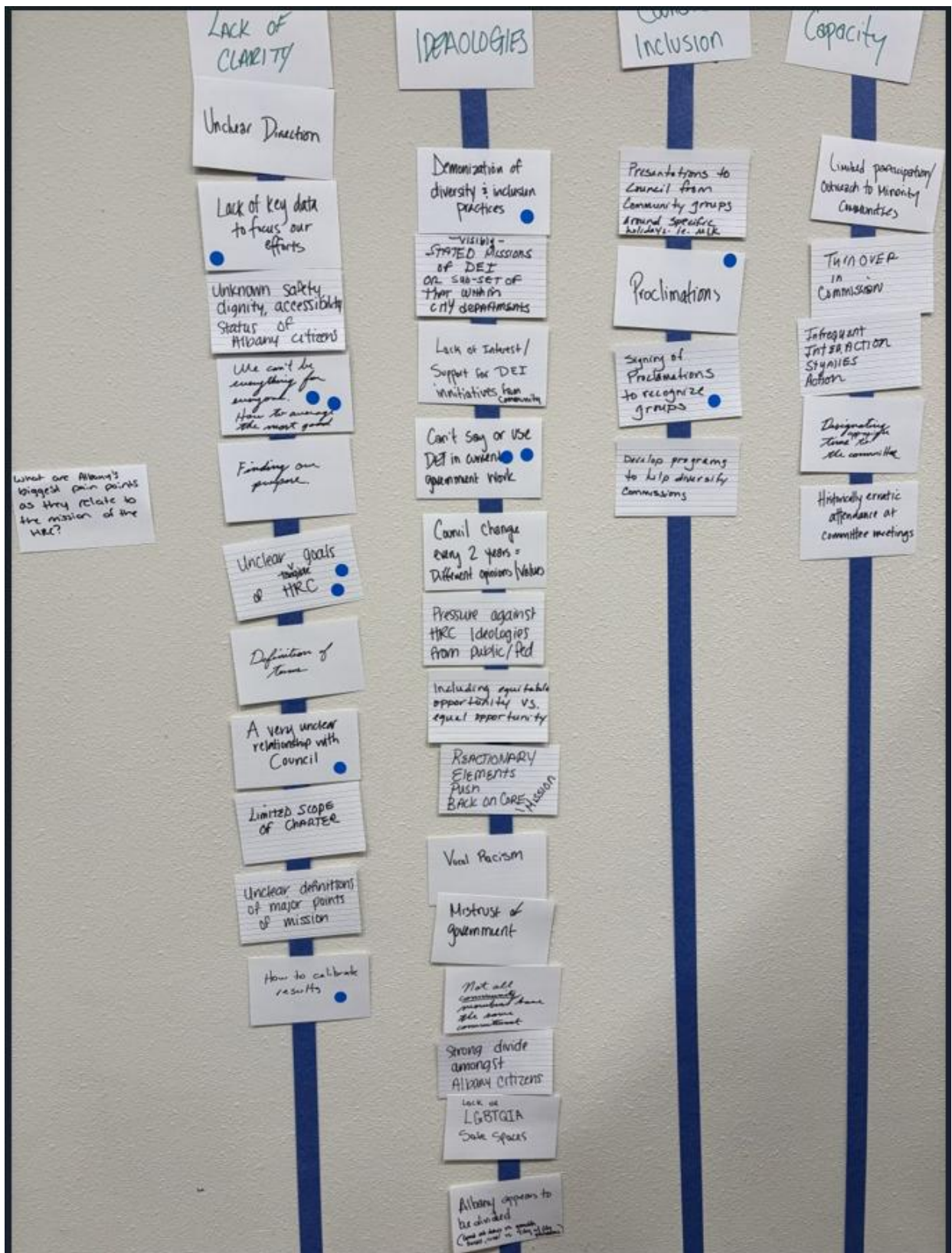
- Create a work plan
- What can realistically be done?
- What are the timelines?
- Who will be responsible for completing the work?
- Will the work require outside support?



Photos of the Story Board/Planning Exercise conducted by Human Relations Commission group members February 25, 2025







LOGIES

Organization of
city's inclusion
practices

Visibility -
DEI Missions
sub-set of
within
departments

Points of Interest/
part for DEI
initiatives from
community

Say or Use
in current
government work

Annual change
every 2 years =
government opinions/values

Council Inclusion

Presentations to
Council from
Community groups
around specific
holidays, i.e. MLK

Proclamations

Signing of
Proclamations
to recognize
groups

Develop programs
to help diversity
commissions

Capacity

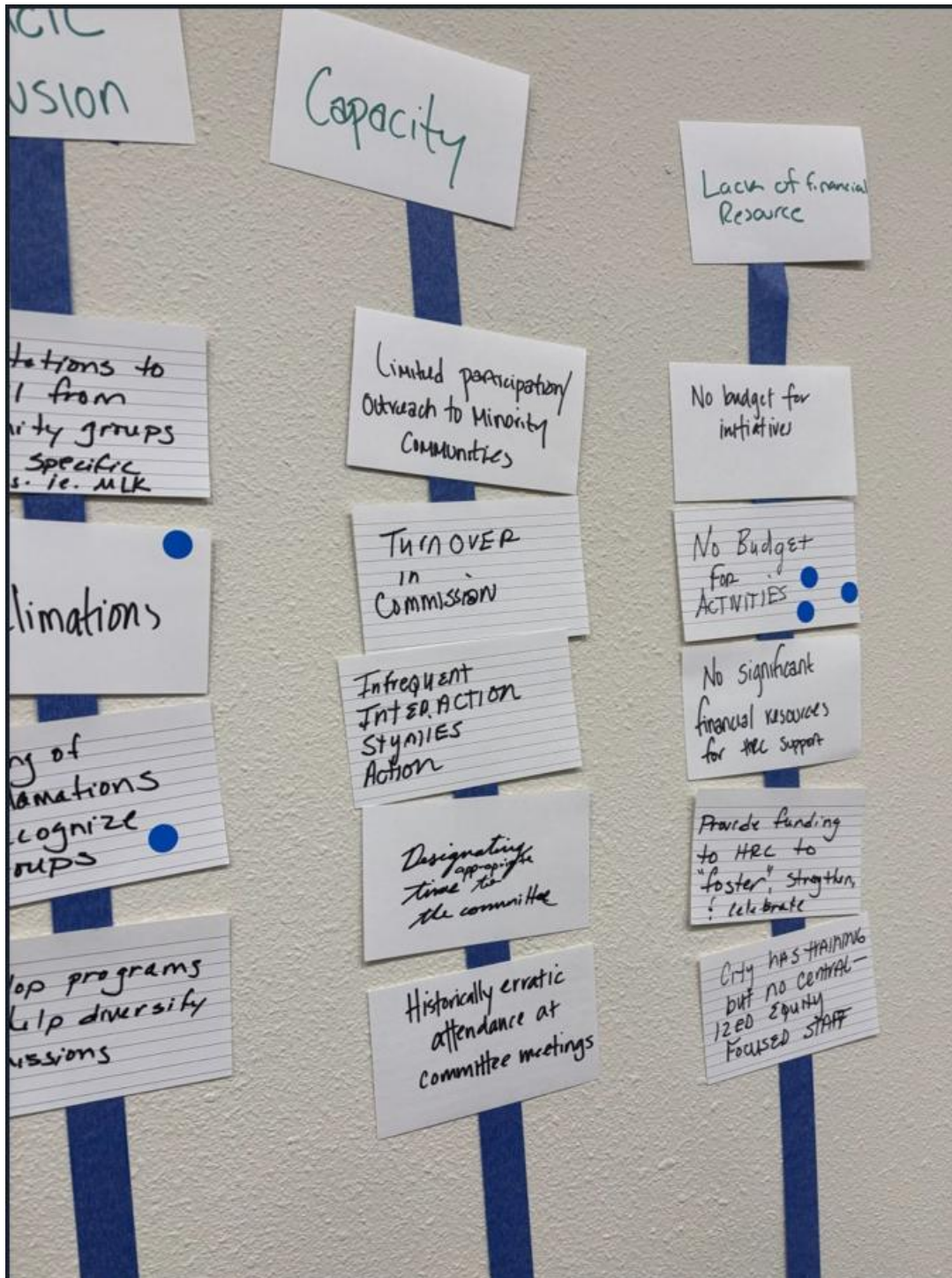
Limited participation
Outreach to Minority
Communities

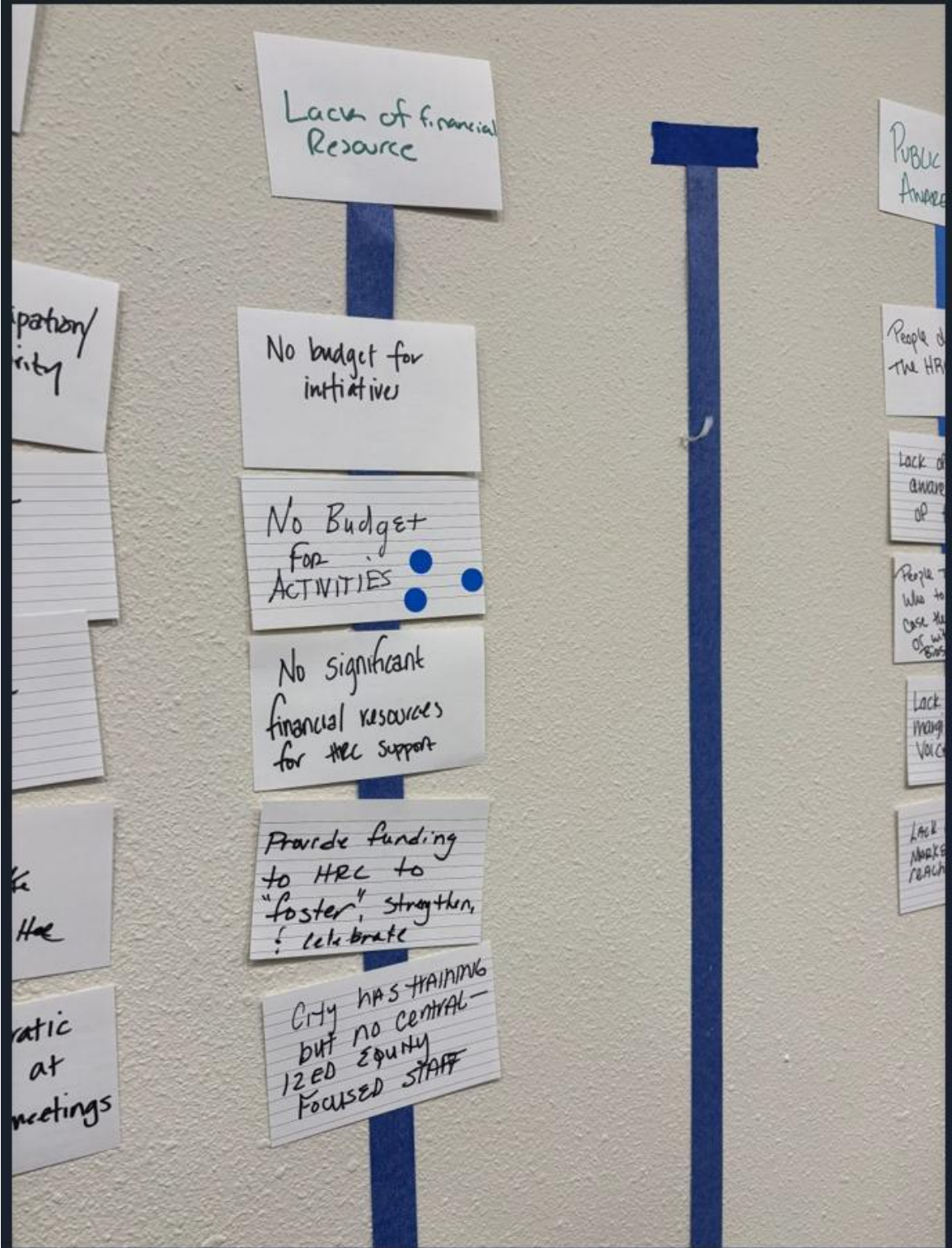
Turnover
in
Commission

Infrequent
Interaction
Stymies
Action

Designating
appropriate
time to
the committee

Historically erratic
attendance at
committee meet





Lack of financial Resource

No budget for initiatives

No Budget for ACTIVITIES

No significant financial resources for the support

Provide funding to HRC to "foster", strengthen, & celebrate

CITY HAS TRAINING BUT NO CENTRALIZED EQUITY FOCUSED STAFF

participation/ equity

[Handwritten notes on lined paper, partially obscured]

the HRC

participatory at meetings

Public Awareness

People of the HRC

Lack of awareness of

People who to case the of with

Lack of many voices

Lack of staff reach

People don't know
The HRC Exists

Lack of public
awareness
of HRC

People Don't know
Who to contact in
Case they experience
or witness a
Bias crime / incident

Lack of POC/
marginalized
Voices

Lack of
Marketing & out-
reach

Quick Wins
High Impact/Low Effort

Major Projects
High Impact/High Effort

Low-Hanging Fruit
Low Impact/Low Effort

Revisit Later
Low Impact/High Effort

1	Question: What are Albany's biggest pain points as they relate to the mission of the HRC?											
2	Lack of Clarity	Blue (Important)	Ideologies	Blue (Important)	Council Inclusion	Blue (Important)	Capacity	Blue (Important)	Lack of Financial Resource	Blue (Important)	Public Awareness	Blue (Important)
3	Unclear direction		Demonization of diversity and inclusion practices		Presentations to Council from community groups around specific holidays. ie. MLK	1	Limited participation/outreach to minority communities		No budget for initiatives		People don't know the HRC exists	
4	Lack of key data to focus our efforts	1	Visibly stated missions of DEI or sub-set of that within City departments		Proclamations	1	Turnover in commission		No budget for activities		Lack of public awareness of HRC	1
5	Unknown safety, dignity, accessibility status of Albany citizens		Lack of interest/support for DEI initiatives from community		Signing of proclamations to recognize groups	1	Infrequent interaction stymies action		No significant financial resources for HRC support		People don't know who to contact in case they experience or witness a bias crime/incident	
6	We can't be everything for everyone. How to achieve the most good.	2	Can't say or use DEI in current government work		Develop programs to help diversify commissions	2	Designating appropriate time to the committee		to "foster," strengthen, celebrate		Lack of POC/marginalized voices	4
7	Finding our purpose.		Council change every 2 years= different opinions/values				Historically erratic attendance at committee meetings		City has training but no central 12ED equity focused staff		Lack of marketing & outreach	
8	Unclear tangible goals of the HRC.	2	Pressure against HRC ideologies from public/fed									
9	Definition of terms.		Including equitable opportunity vs. equal opportunity.									
10	A very unclear relationship with Council.	1	Reactionary elements push back on core mission									
11	Limited scope of charter		Vocal racism									
12	Unclear definitions of major points of mission		Mistrust of government									

1	Question: What are Albany's biggest pain points as they relate to the mission of the HRC?											
2	Lack of Clarity	Blue (Important)	Ideologies	Blue (Important)	Council Inclusion	Blue (Important)	Capacity	Blue (Important)	Lack of Financial Resource	Blue (Important)	Public Awareness	Blue (Important)
13	How to calibrate results.	1	Not all community members have the same commitment									
14			Strong divide amongst Albany citizens									
15			Lack of LGBTQIA Safe Spaces									
16			Albany appears to be divided (Good old days vs. growth; small, rural vs. city w/ city problems)									
17												
18	Totals:	7	Totals:	3	Totals:	2	Totals:	0	Totals:	3	Totals:	5

1	What specific tasks can we do to address the lack of POC/marginalized voices that participate in City government?	
2	Quick Wins (High Impact/Low Effort)	Major Projects (High Impact/High Effort)
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21	Low Hanging Fruit (Low Impact/Low Effort)	Revisit Later (Low Impact/High Effort)
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	A	B	C
1	TBD		
2	Quick Wins (High Impact/Low Effort)	Major Projects (High Impact/High Effort)	
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21	Low Hanging Fruit (Low Impact/Low Effort)	Revisit Later (Low Impact/High Effort)	
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23			