



**Department:** Administration  
**Cost Center:** 1010  
**For Agenda of:** 11/15/2022  
**Placement:** Business  
**Estimated Time:** 30 minutes

**FROM:** Greg Hermann, Deputy City Manager  
**Prepared By:** Beya Makekau, Diversity, Equity and Inclusion Manager

**SUBJECT:** CONSIDER AMENDMENTS TO THE HUMAN RELATIONS COMMISSION  
PURPOSE STATEMENT AND BYLAWS

## RECOMMENDATION

As recommended by the Human Relations Commission (HRC), adopt a Draft Resolution entitled, "A Resolution of the Council of San Luis Obispo, California, amending the Advisory Body Handbook for revision to the HRC Purpose Statement and Bylaws" amending the purpose statement and a revision to the bylaws to change the residency requirement for up to two commissioner seats.

## POLICY CONTEXT

The revision of the purpose statement for the HRC is in alignment with the Diversity, Equity and Inclusion (DEI) Taskforce recommendations accepted by City Council in January of 2021, which stated that the HRC be charged with embedding designating diversity, equity, and inclusion as a standing priority. Additionally, in alignment with the DEI Major City Goal to develop programs and policies to support diversity, equity, and inclusion initiatives, this resolution seeks to increase access to the HRC by revising the residency requirement for up to two commissioner seats. City Council approval is required for changes to the Advisory Body Handbook.

## Background

### Purpose Statement Revision

On August 3, 2022, at the regularly scheduled HRC meeting, the Commission voted unanimously to update the HRC purpose statement to align with the City's DEI Major City goal and articulate more explicitly commission priorities and efforts (August 3, 2022 Meeting [Minutes](#)). This update is directly aligned with the DEI Taskforce recommendations, accepted by Council in January 2021, that recommended the HRC be charged with embedding DEI as a standing priority. Additionally, in June of 2022, the HRC transitioned out of the Community Development Department and into the Administration and IT Department with staff support from the DEI Manager and Deputy City Manager. This purpose statement revision also comes in response to ensuring that the HRC and Office of DEI within the Administration and IT Department are in alignment with clarity of roles and responsibilities.

The revised purpose statement can be reviewed below:

Current Purpose Statement	Revised Purpose Statement
<p>It is the purpose of the Human Relations Commission (HRC) to advise the Council in its actions to create an environment within the City in which all persons can enjoy equal rights and opportunities regardless of race, religion, sex, sexual orientation, national origin, age, or physical, mental, or economic status. The Human Relations Commission shall make recommendations to the City Council or the City Manager on how these social concerns and human needs can best be addressed.</p>	<p>It is the purpose of the Human Relations Commission (HRC) to advise and make recommendations to the City Council which promote and advance inclusion, mutual understanding, respect, and equitable treatment to all members of the SLO City community.</p> <p>The HRC promotes and improves human relations and equity by working with City staff to:</p> <ul style="list-style-type: none"> <li>• provide a forum where marginalized members of our community can raise issues as it relates to the Commission's focus areas, air complaints, or look for resources within the City.</li> <li>• encourage local non-profits to take new and creative approaches to solve the most prevalent human service needs in our community.</li> <li>• build community partnerships.</li> <li>• ensure broad representation in commission initiatives.</li> </ul>

The language of the revised purposed statement (e.g. "all members of the SLO City community") would include traditional protected classes such as race, religion, sex, sexual orientation, national origin, age, or physical, mental, or economic status referenced in the current purposed statement.

### **Residency Requirement Revision**

As accessibility and representation are key tenants of diversity, equity, and inclusion and given the revised purpose statement of the HRC to "ensure broad representation in commission initiatives" the HRC unanimously voted at its November 2<sup>nd</sup> meeting to recommend to the City Council to adopt a resolution amending the residency requirement for up to two commissioner positions. The resolution would revise the current membership requirement to read:

“The HRC has seven members. Five members must be residents and registered voters of the City. Up to two members may be residents and registered voters of San Luis Obispo County or Cal Poly campus with a significant connection to the City of San Luis Obispo, such as employment or academic study, to ensure equitable and inclusive representation on the Commission in alignment with the HRC purpose and City’s DEI goals”.

In addition, one of the DEI Task Force recommendations in their 2021 report was to “increase access and inclusion to civic learning and leadership opportunities for BIPOC (Black Indigenous People of Color) and LGBTQ+ communities” to create equitable pathways for diverse representation which could be supported by the revised residency requirement.

Currently, the Mass Transportation Committee allows for two positions to be exempt from the City residency requirement for a Cal Poly student and faculty member to ensure representation from those communities. In addition, the City’s recent DEI Task Force did not include a residency requirement for any task force members noting the lack of racial diversity amongst City residents and the necessary insight of diverse populations.

It is expected that any appointed Commissioner who does not live in the City will have a significant connection to the City, such as employment or academic study, which will be evaluated through the interview process by City Council liaisons and ultimately appointment by the City Council. Any appointed Commissioner who does not live in the City would also need to be a resident and registered voter of San Luis Obispo County or Cal Poly campus.

### **Previous Council or Advisory Body Action**

The appointment of residents who do not live in the City has precedent on the following bodies: the Mass Transportation Committee (2 seats), and the DEI Task Force (residency requirement waived entirely).

### **Public Engagement**

This item is on the agenda for the November 15, 2022, Council meeting and will follow all required postings and notifications. The public may have an opportunity to comment on this item at or before the meeting. This item was also discussed at the November 2, 2022 meeting which followed all required postings and notifications.

### **ENVIRONMENTAL REVIEW**

The California Environmental Quality Act does not apply to recommended action in this report, because the action does not constitute a “project” under the CEQA Guideline Sec. 15378.

**FISCAL IMPACT**

Budgeted: No  
Funding Identified: N/A

Budget Year: 2022-23

Fiscal Analysis:

<b>Funding Sources</b>	<b>Total Budget Available</b>	<b>Current Funding Request</b>	<b>Remaining Balance</b>	<b>Annual Ongoing Cost</b>
General Fund	\$0	\$0	\$0	\$0
State				
Federal				
Fees				
Other:				
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

The update does not incur any cost. Staffing associated with HRC support is appropriated in the annual budget for the Office of DEI.

**ALTERNATIVES**

1. ***Council could decide not to adopt the resolution to amend the advisory body handbook.*** This is not recommended by staff as the resolution is in direct alignment with the DEI major City goal.
2. ***Council could decide to adopt a portion of the revisions.***
3. ***Council could direct staff to explore alternative options for the revisions.***

**ATTACHMENTS**

A - Draft Resolution amending the HRC Purpose Statement and Bylaws