



## Fort Collins Human Relations Commission 2011 Work Plan

*As Community leaders and advisors to City Council, we research, deliberate and take proactive and responsive measures to promote the dignity of individuals and groups in Fort Collins.*

*HRC Mission Statement*

For 2011, the Fort Collins Human Relations Commission will continue with a broad plan for supporting Human issues that are pertinent to the City of Fort Collins. Responsibilities are divided amongst its four Committees but are not exclusive to that Committee. Our Commission has pledged to become informed about human relations issues and events within Fort Collins and recommend appropriate action to City Council.

### **The EXECUTIVE COMMITTEE shall...**

- Call special meetings when problem resolution of urgent issues is needed.
- Delegate issues for resolution to standing or to special committees.
- Provide support to other HRC committees as needed.
- Determine meeting agendas for monthly HRC meetings and special meetings.

### **The GOVERNMENT RELATIONS COMMITTEE shall...**

- Act as primary point of contact for the Citizen Liaisons Program which assists citizens in filing complaints with Fort Collins Police Services. Coordinate with Police Services to train people in the Citizen Liaison Program and to allow effective utilization of the program within the complaint process. Maintain a list of interpreters to assist with translation in filing complaints.
- Keep a calendar of City Council meetings and solicit HRC members to monitor City Council agendas and attend or view meetings as appropriate, specifically monitoring the Community Open Mike period at the beginning of Council sessions. Address City Council as needed.
- Attend Citizen Review Board meetings and provide assistance upon its request.

- Help to educate citizens and recommend actions which promote positive relations among community members, Fort Collins Police Services and the Citizen Review Board.
- Review proposed legislation, policy changes or other governmental action at the federal, state or local level which may affect human rights and civil liberties in the city and make recommendations regarding the same.
- Continue to monitor, update and analyze board and commissions diversity data and make recommendations to City Council every five years, with the next update in 2011.
- Research and recommend actions necessary to achieve: equal employment opportunities; equal housing opportunities; equal public accommodation opportunities and the best possible Fort Collins government/community relations in all fields of government.
- Maintain regular communication with our HRC City Council Liaison and City Council.

**The MEDIA/COMMUNITY RECOGNITION COMMITTEE shall...**

- Foster cooperative relations with media to increase visibility of HRC's work.
- Draft necessary articles or communication pieces to support the work of the HRC.
- Plan and execute the Annual HRC Citizen's Awards (which commend individuals, groups, companies or organizations for inspiring contributions and leadership on behalf of minority or disadvantaged citizens).
- Update the HRC website, working with the city staff.
- Streamline the publicity process for event planning.
- Compile and generate a media resources plan and kit.

**The EDUCATIONAL OUTREACH COMMITTEE shall...**

- Create a better understanding of issues involving cultural, ethnic, racial, gender, age, disability or diversity through the use of educational programs and/or events.
- Keep the Commission current on topics involving diversity and equality and to move on action items that parallel the HCR mission and strategic plan.
- Increase our collaboration with new and existing committees and organizations in Fort Collins as well as work with other City Boards and Commissions who deal with issues related to human relations.
- Continue to update our general presentation and brochure and assist the community by providing basic presentations on diversity topics and case studies as well as partnering with other organizations to assist in outreach programming and direct responsiveness to queries and situations.