

Human Relations Commission
Monday, June 15, 2015
West Senior Center
909 Arapahoe Ave.
Boulder, CO 80302
6:00 p.m.

- I. Call to Order
- II. Agenda Adjustments
- III. Approval of Minutes
 - A. May 18, 2015
- IV. Community Participation (non-agenda action items)
- V. Action Items
 - A. Election of Chair and Deputy Chair
 - 1. Chair Nomination: Amy Zuckerman
 - 2. Deputy Chair Nominations: Shirly White and Nikhil Mankekar
 - B. Community Impact Fund – Out Boulder
 - C. Community Impact Fund – BMoCA
- VI. Discussion/Informational Items
 - A. Update on Homelessness
 - B. 2015 Celebration of Immigrant Heritage RFP
 - C. Inclusive and Welcoming Community Work Plan
 - D. Remaining 2015 Community Event Fund Grantee Event Dates
 - E. Living Wage Update
 - F. Code Enforcement Report
 - 1. Human Rights Ordinance
 - 2. Failure to Pay Wages
 - G. Event Reports
 - H. Follow Up Items
- VII. Immediate Action Items
- VIII. Adjournment

Attachments:

- Minutes: May 18, 2015
- Application: Community Impact Fund – Out Boulder
- Application: Community Impact Fund – BMoCA
- RFP: 2015 Celebration of Immigrant Heritage
- Memo: Remaining 2015 Community Event Fund Grantee Event Dates
- Chart: Human Rights Ordinance
- Chart: Failure to Pay Wages
- Memo: Responses to Commission’s Questions Related to Boulder Civic Area Master Plan

Human Relations Commission
Monday, May 18, 2015
Council Chambers
1777 Broadway
Boulder, CO 80301
6 p.m.

COMMISSIONERS PRESENT:

Emilia Pollauf
Nikhil Mankekar
Shirly White
Amy Zuckerman

COMMISSIONERS ABSENT:

José Beteta

STAFF PRESENT:

Carmen Atilano
Robin Pennington

I. Call to Order

The May 18, 2015 HRC meeting was called to order at 6 p.m. by **A. Zuckerman**.

II. Agenda Adjustments

Add Nomination of HRC Chair and Deputy Chair as Action Item 5. A. and Community Action Programs (CAP) Request as Action Item 5. B.

III. Approval of Minutes

E. Pollauf moved to approve the April 20, 2015 minutes with an amendment and the addition of the following statement to Oath of Office: Nikhil Mankekar “**Chairperson A. Zuckerman and Commissioners Pollauf and Beteta** congratulated **N. Mankekar** and welcomed him to the commission.” **N. Mankekar** stated that this was important to add as it shows the sense of trust and unity the commissioners have behind the causes and things they have been pushing for in the community. **A. Zuckerman seconded. S. White abstained. Motion carries 3-0.**

IV. Community Participation

Community member Darren O’Connor addressed the commission regarding homelessness, policing, the city spam blocker and racial issues. He thanked the HRC for speaking out about the Right to Rest Act at the City Council meeting on April 21. Although the bill died in state committee, he hopes to engage the community before the bill is brought forward again next year. He spoke of an encounter between a homeless individual and the police where he was told by the individual that the police had told him something different than the law states. Mr. O’Conner also spoke about an email he had attempted to forward to city officials which was blocked by the city spam filter for including the word “queer” and that the email originator did not “feel safe” talking with the police and did not wish to come forward in person. Mr. O’Conner asked if there were other entities other than the Professional Standards Review Committee to have your concerns heard if you have an issue with the police. Mr. O’Conner also spoke of a new KGNU radio series on surviving police violence in Denver. Rob Smoke spoke on homelessness, thanked the commission for addressing City Council about the need for additional community dialog, commented on recent Daily Camera articles and letters concerning homelessness, and on the need

for an event such as a summit on homelessness where regional leaders, including the city, would participate.

A. Zuckerman asked staff about the city spam filter and expressed concern that emails were not getting through as needed. **N. Mankekar** agreed that the filtering is an issue. **C. Atilano** will inquire into the filtering process and also look into identification of other places where concerns or complaints about police may be raised. She also commented that staff will update the HRC on the Homeless Plan at the June meeting.

V. Action Items

A. Nomination of Chair and Deputy Chair – S. White nominated A. Zuckerman as Chairperson. **E. Pollauf seconded.** **A. Zuckerman nominated S. White** as Deputy Chair. **E. Pollauf seconded.** **N. Mankekar nominated** himself as Deputy Chair. He expressed interest in this position as the HRC Work Plan covers issues that are important to him. **A. Zuckerman seconded.** Voting will take place at the June meeting.

B. CAP Request – C. Atilano told the commissioners about a request she received from CAP regarding their annual Multicultural Awards Banquet booklet, in which the HRC has purchased ads in the past. Typically the HRC has purchased a quarter-page ad for \$250, which promotes the roles and responsibilities of the HRC in the city. **S. White moved** that the HRC purchase an ad in the CAP Multicultural Awards Banquet program. **N. Mankekar seconded.** **Motion carries 4-0.**

C. 2015 HRC Work Plan

1. Funding Allocations – The commissioners agreed to continue to reserve \$6,000 for the 2015 Celebration of Immigrant Heritage grants. They discussed holding the remaining \$8,530 in grant funds to use as needed towards the cost of a community survey in partnership with the City Manager’s office, or, reopening the Community Impact Fund (CIF) to applicants. CIF has been closed to applicants and was removed from the website at the beginning of the year. Staff recommended that the CIF continue to be closed to applicants, as the Welcoming and Inclusive Work Plan item may take some of those funds. It was also clarified that the funds available to the HRC are utilized to meet the goals of the HRC as stated on their work plan and community grants and activities could fluctuate year to year based on the current year’s plan. There was some discussion of the evolvement of the CIF as an extension of the Community Event Fund from the original intent of it being used as a resource to address an issue that has arisen in the community. The HRC portion of the Work Plan expense should be known within the next two months, by third quarter at the latest, giving the HRC time to reopen CIF should money be available and they choose to do so. **S. White** commented with a concern about taking funds away from non-profit community groups who may have a need to fund an event or project that may also further the goal of being a welcoming and inclusive community. The commissioners discussed a need to be open to new community issues that may be brought before the HRC and require funds. **A. Zuckerman** agreed that it may be better to turn someone down rather than have them be unaware that the resource existed. **N. Mankekar** commented that the Welcoming and Inclusive Community Work Plan was in line with the commission goals, was a directive of City Council and therefore moved up the list of priorities, and should not be looked at as taking away from other things on the HRC agenda. The HRC should know within two months what the expense will be and while the HRC will need to come up with recommendations to council by October, once they know how much they have to

contribute towards the survey, the HRC can reopen the CIF again. He is also fine with taking CIF applications in the interim and making those decisions as needed. **E. Pollauf** commented that she was inclined to continue to hold off putting the CIF application back on the website for a couple of months until they know more about the Work Plan expense. **S. White** commented that it was more important not to expend the money that has traditionally gone out to community groups for the administrative function of the survey. **A. Zuckerman** agreed. Commissioners further discussed reopening, promoting or not promoting the fund on the website, or keeping it closed for now. **N. Mankekar moved** to reopen the Community Impact Fund (CIF) to applicants and put the application back on the website. **S. White seconded.** **Motion carries 4-0.** Allocations of \$6,000 will remain in reserve for Celebration of Immigrant Heritage and \$8,530 for the Community Impact Fund.

VI. Discussion/Informational Items

A. Inclusive and Welcoming Community Work Plan – Staff and commissioners discussed the memo from Karen Rahn, Human Services Director, regarding the HRC partnering with the City Manager’s office on a community survey as part of their work plan development related to a safe and welcoming community. **A. Zuckerman** commented that she was happy to see that some of the HRC aims can be hosted by the city and is pleased with the direction it was going. She commented that an edit was needed to the term Community Survey and Perception Assessment; that it was important that they be sensitive that the survey addresses not just the perceptions of the community but also real, documented experiences; the use of the word perception was important but not the whole story. The survey also needs to be seen as credible by the community after its completion and accepted by a wide variety of community leaders; how can we ensure that? She feels it is important that there is real community support for the structure, the organization and the results of the project and that it is accepted in the community. Commissioners and staff discussed and clarified the events, national and local, that led to the decision to administer the survey, including interactions with police that led community members to come before the HRC in March, the presentation by Chief Testa, subsequent City Council meeting public comments and discussion, and the resulting direction from City Council to the City Manager and to the HRC. **S. White** asked why the City Manager is now looking at doing a community survey. **C. Atilano** replied that her understanding was that as the City Manager’s office began to look at a review of the summons and arrest data and the Professional Standards Review Panel best practices, it was advised that a community perception survey could be also beneficial and that after being advised that the HRC was also considering doing a survey, it was suggested that the HRC and City Manager collaborate on a joint survey rather than have two surveys go out to the community at the same time. It would also be more cost effective for the HRC than for the HRC to conduct its own survey. A subcommittee of the HRC could assist in developing the questions to ensure that the survey would capture information that the HRC was interested in. The same or a different subcommittee could assist with the development of the RFP and the selection of a consultant. **N. Mankekar** commented that the Welcome and Inclusive Community Work Plan came about because of multiple people at the HRC and City Council meetings talking about local racial issues beyond policing. **A. Zuckerman** commented that they might also have community leaders validate or help develop the survey. **N. Mankekar** commented that once the data collection was complete, the HRC would then take their recommendations back to City Council in the fall. Commissioners agreed to collaborate with the City Manager on the Safe and Welcoming Community Community Survey and Perception Assessment project, and that two commissioners would participate on a rotating basis in the development of the RFP, selection of the consultant and survey design process, so that all commissioners would participate in the project, which is anticipated to be completed in the fall. The first subcommittee, who will assist with the development of the RFP, will consist of **A. Zuckerman** and **N. Mankekar**.

B. Living Wage Update – C. Atilano gave an update on work of the city staff committee on Living Wage, which is currently reviewing standard, part-time employees and some service-related lower paid contractual labor such as janitorial and landscaping. **S. White** asked about child care, and staff confirmed that the city does not contract for child care services for its employees. The analysis and recommendation to City Manager is expected to be completed early fall and will also be presented to the HRC.

C. Civic Area Master Plan Update – C. Atilano will forward commissioner comments and questions on the plan to the Civic Area Team. These include:

- Page 38 - Strategies/ Partnerships: “Cooperate with non-profit and service organizations to ensure that in all programming or built spaces, there are options for people of all incomes and abilities to use the space or participate in events together.” What does that strategy look like? Are there gathering spaces at free or low rates for non-profits and community groups to use?
- Page 8 – Guiding Principles: “Welcoming and Safe: Be designed to be welcoming, accessible, comfortable, clean and safe.” How will this take place beyond aesthetic design? Are they talking about city policies, police presence, who was consulted, who do they want to be welcomed, how was it designed?
- Have they analyzed the space with an eye towards how people do and don’t congregate in spaces? Looked at patterns in the ways in which people congregate in public space? Did they use Space-Use Analysis?
- Are there a lot of picnic areas where people can bring their own food and do not have to purchase it?

D. June HRC Meeting Venue – The June 15 HRC meeting will be held at the West Senior Center.

E. Event Reports – **S. White** attended the Dia Del Nino event on April 25. **N. Mankekar** and **A. Zuckerman** spoke on behalf of the HRC about the Right to Rest Act at the April 21 City Council meeting and **N. Mankekar** attended Boulder Startup Week events the week of May 11-15. He made a comment about assessing diversity and inclusiveness in the city around the local tech community. **A. Zuckerman** offered to speak at the upcoming Jewish Festival which will take place on June 7.

F. Follow Up Tasks – Obtain information about city spam filter, revise the April minutes, reopen the CIF application and place on the city website, update the City Manager’s office on HRC participation in the Safe and Welcoming Community Work Plan and survey, forward comments and questions on Civic Area Master Plan to appropriate staff, provide commissioners with upcoming event dates for Community Event Fund grantees.

VII. Immediate Action Items

None.

IX. Adjournment

N. Mankekar moved to adjourn the May 18, 2015 meeting. **S. White seconded. Motion carries 4-0.** The meeting was adjourned at 7:42 p.m.

Attested:

Approved:

Board Secretary

HRC Chairperson

Boulder Human Relations Commission

Community Impact Fund

Proposal Guidelines

Fund Description

The Human Relations Commission (HRC) is committed to supporting community initiated activities that raise awareness on emerging civil rights issues and problems in Boulder or its neighborhoods, facilitating interaction and understanding between communities, encouraging collaboration among diverse communities, strengthening civic participation among Boulder's diverse communities, and promoting an inclusive society.

In its effort to make city government responsive to the needs of all Boulder residents, the HRC seeks to fund endeavors that will have a high impact on improving social conditions within the city. The Commission will support community efforts that work to build trust and overcome barriers to collaborative interaction. The HRC's long-term vision is an inclusive, supportive and highly coordinated community that efficiently addresses its members' needs.

The HRC encourages funding requests that address or provide leadership development, youth involvement and collaborations with other groups to promote inclusivity and respect for diversity.

Available Funds

Each year, the HRC has limited funds available for the Community Impact Fund (CIF). Awards may be made in each month, so the amount of funding remaining available may decrease throughout the calendar year.

Eligibility

All not-for-profit organizations and government agencies are eligible to apply for funding from the Community Impact Fund. All applications must propose to serve or impact Boulder city residents and all events of the proposed project funded by the HRC must be conducted within the City of Boulder.

Application Deadlines

There is not one specific time during the year when the HRC solicits requests for Community Impact Fund support. Community groups that have identified an issue of concern and have developed a project or program to address this concern may apply to the HRC at any time during the year. The HRC may consider proposals at any of its regularly scheduled business meeting, held monthly. Except for the months of January and February, the HRC typically holds its business meetings on the third Monday of each month. In order to be considered at a regular business meeting, proposals must be submitted to staff on or before the Wednesday *prior* to the HRC's meeting.

The HRC may determine a specific area of need and solicit proposals to address that need, with or without a proposal deadline date.

If Your Proposal Is Approved for Funding

If the HRC votes to award funds for your proposal, staff will negotiate a contract between the city and your agency or organization for completion of certain deliverables before any payment is issued. Depending on the award, total funding may be provided at the start of your program or project, or some portion may be withheld pending completion and submission and approval of a final report.

The City reserves the right to reject any or all proposals, to waive informalities and irregularities in proposals received, and to accept any portion of any proposal or all items proposed if deemed in the best interests of the City.

Proposal Guidelines

All applications to the CIP must follow the guidelines presented below. Please submit your application in the following order:

- Cover Sheet** (see attached)
- Narrative** – Each of the following five points must be addressed in the following order. All five responses should take no more than two single-spaced pages.
 1. Describe the agency/organization applying for this funding.
 2. Describe the need for this funding. What is the problem/opportunity this program/project would address?
 3. What are the goals of the project? How many Boulder city residents will be impacted and what specific impacts or benefits will they receive?
 4. How would this effort promote a more inclusive, engaged and respectful community?
 5. How will the effort be promoted to Boulder residents?
- Budget Table** (see attached): Using the attached budget sheet, provide a detailed, projected budget of expenses and funding sources for your project/program (including this source of funds). HRC funding may not be used for personnel expenses, though outside speakers may receive an honorarium with HRC money.

Proposal Submission – Submit one copy of your proposal in one of the following ways:

U.S. Mail

HRC Community Impact Fund
Community Relations
Department of Human Services
City of Boulder
P.O. Box 791
Boulder, CO 80306

Hand Deliver

Community Relations
Department of Human Services
2160 Spruce St.
Boulder, Colorado, 80302

Email

atilanoc@bouldercolorado.gov

HRC Community Impact Fund (cover sheet)

<i>Agency/Organization</i>		
<i>Street Address</i>		
<i>City</i>	<i>Zip Code</i>	
<i>Telephone</i>	<i>Fax</i>	<i>Website</i>
<i>Project Name</i>		
<i>Contact Person</i> Ms./Mr./Dr. (circle one)		
<i>E-Mail Address</i>		
<i>Project Description (please do not exceed space provided)</i>		

CIF Proposal Budget Table

<u>Budget Item</u>	<u>Projected Expense</u>
Postage	
Advertising	
Copying	
Office Supplies <i>(Please specify)</i> 1) 2) 3) 4) Office Supply Total	
Space Rental	
Food	
Other Direct Expenses <i>(Please specify)</i> 1) 2) 3) 4) Other Direct Costs Total	
Total Expenses	
<u>Revenue Sources</u>	<u>Revenue Amount</u>
Amount Requested from HRC	
Other Sources of Revenue 1) 2) 3) 4)	
Total Revenue	

HRC Community Impact Fund (cover sheet)

Agency/Organization Boulder Museum of Contemporary Art (BMoCA)		
Street Address 1750 13th street		
City Boulder	Zip Code 80302	
Telephone 303.443.2122	Fax	Website BMOCA.org
Project Name Access Tours & Workshops		
Contact Person Ms./Mr./Dr. (circle one) Jordan Robbins		
E-Mail Address jordan@bmoca.org		

Project Description (please do not exceed space provided)

Boulder Museum of Contemporary Art (BMoCA) is seeking \$3,000 to support the 2015 presentation of Access Tours & Workshops, an outreach initiative that provides free tours and workshops of art exhibitions for Boulder youth and adults with physical and cognitive disabilities. BMoCA launched this program in 2013 with underwriting support provided by the Human Relations Commission. Over the last two years, the museum has engaged approximately 200 unique visitors with free, guided tours and workshops of museum exhibitions. BMoCA's Access Tours & Workshops provide City of Boulder residents of diverse physical and cognitive abilities critical opportunities to visit the museum free of charge and receive educational, guided tours. Building on the program's successes, in 2015 BMoCA seeks to expand Access Tours & Workshops to support the administration of this program for 150 visitors and their chaperones each year. BMoCA's staff and volunteers are specially trained to administer these tours utilizing techniques specifically developed to make art accessible for individuals with physical and cognitive disabilities. These tours are supplemented with hands-on workshops that provide participants opportunities to explore their individual creativity using materials and themes from the exhibitions. BMoCA is eager to build upon its achievements and expand the impact of Access Tours & Workshops by enhancing awareness of the program and engaging more members of the community with contemporary art in 2015. With the Human Relations Commission's full underwriting support, BMoCA will secure essential resources for advancing comprehensive programming for the benefit of diverse audiences in Boulder. We would be grateful for the opportunity to continue our partnership with the Human Relations Commission to achieve these goals.

**Boulder Human Relations Commission
Community Impact Fund
Narrative**

- 1. Describe the agency/organization applying for this funding.** BMoCA is the sole applicant and administrator of Access Tours & Workshops. These free tours and hands-on art workshops serve the general public as well as members of local service organizations, including Alzheimer's Association, Johnson Adult Day Program, Imagine!, and Goodwill Industries, among others. BMoCA's Education Coordinator, Nicole Dial-Kay, is the primary staff member in charge of scheduling and administering BMoCA's Access Tours & Workshops in collaboration with T'Alyne, a local artist with advanced training in special education. Dial-Kay also coordinates training of staff and volunteers who provide additional support for these tours as needed.

In 2015 BMoCA celebrates its 43rd anniversary serving the needs of Boulder's diverse communities. Through the presentation of thought-provoking exhibitions and innovative youth and adult education and public programs, BMoCA serves as a catalyst for creative experiences through the exploration of significant art of our time. As the museum continues to engage increasing numbers of visitors representing every age, race, religion, sex, education, and socioeconomic status, local contributed support becomes even more essential to advancing BMoCA's programming and community outreach.

- 2. Describe the need for this funding. What is the problem/opportunity this program/project would address?** BMoCA is seeking \$3,000 to support the 2015 presentation of Access Tours & Workshops, free tours and hands-on workshops for Boulder youth and adults with disabilities. Access Tours & Workshops provide youth and adult visitors of diverse physical and cognitive abilities with critical opportunities to visit BMoCA at no charge and receive free educational tours of the museum's exhibitions. According to the needs of the participants, each tour is followed by a hands-on workshop specifically developed for their ages and abilities. The presentation of Access Tours & Workshops, in addition to BMoCA's Access Art, tours aimed at individuals with early onset Alzheimer's disease, advance the museum's organizational goals for inclusiveness, accessibility, and attendance. Open participation and communication is encouraged throughout each tour and workshop in order to fully engage and meaningfully impact every visitor. BMoCA's Access Tours & Workshops have proven to positively impact participants. Alexa Schoeman, Out and About Class Facilitator at Imagine!, gave BMoCA the following feedback after participating in a tour, "Staff and participants both said the experience was wonderful and appreciated how understanding, accommodating, and supportive the BMoCA staff were. Thank you so much for making this a possibility for our kiddos. We are really excited to be coming again in the summer!"

With full support from the Human Relations Commission, BMoCA will secure essential resources necessary to provide 150 individuals and their chaperones with free workshops and tours of the museum's 2015 exhibitions. Access Tours & Workshops are available to individuals and groups and are scheduled with the museum by phone and email. Each tour and workshop is led by BMoCA's Education Coordinator in collaboration with local artist and special-educator, T'Alyne, and supplemented by trained BMoCA staff and volunteers as needed. Tour guides utilize techniques specifically developed to meet the needs of audiences with varying degrees of physical and cognitive disabilities, such as: 1) Learning about the exhibitions and translating educational text into language that is simplified and easy to understand; 2) Speaking slowly and enunciating words clearly; 3) Providing additional physical support for guests as needed; and 4) Asking targeted questions that evoke personal memories and sensorial experiences, to name a few. As of late 2012, BMoCA's facilities achieved full ADA compliance. However, the museum is currently seeking grants and contributions to improve resources that will enable it to better serve visitors with disabilities, including lightweight and flexible seating for guests to use during tours, wireless microphones and sound equipment for sound amplification, and spare wheelchairs, among others.

3. **What are the goals of the project? How many Boulder city residents will be impacted and what specific impacts or benefits will they receive?** BMoCA seeks to impact 150 youth and adults through the 2015 presentation of Access Tours & Workshops. BMoCA's goals for Access Tours & Workshops are to: 1) Promote education, enrichment, health, and safety among disabled audiences at BMoCA; 2) Foster inclusiveness and embrace diversity within BMoCA and the community at-large; 3) Create a welcoming and responsive environment for Boulder individuals with disabilities; and 4) Enhance collaborations among BMoCA and local service organizations.

4. **How would this effort promote a more inclusive, engaged and respectful community?** Access Tours & Workshops advance inclusiveness within the museum, the Civic Area, the city of Boulder, and beyond. By training BMoCA employees, docents, and volunteers to engage with visitors with disabilities, BMoCA is actively fostering a culture of acceptance, tolerance, and cooperation that directly serves the entire community. BMoCA has established itself as an educational institution that promotes diversity of every background, ethnicity, age group, education, and economic status throughout its exhibitions and public programs. Access Tours & Workshops enable BMoCA to continue providing firsthand artistic and cultural enrichment to underserved audiences in Boulder, thereby engaging diverse populations with its mission and goals.

5. **How will the effort be promoted to Boulder residents?** BMoCA will promote the availability of Access Tours & Workshops in the following ways: 1) BMoCA's website (over 5,000 visits monthly); 2) BMoCA's bi-monthly email newsletter (sent to over 7,000 recipients); 3) Community outreach; 4) Partner organizations' websites and community outreach; and, 5) BMoCA's social media outlets (over 5,700 followers on Facebook and over 4,600 on Twitter).

CIF Proposal Budget Table

<u>Budget Item</u>	<u>Projected Expense</u>
Postage	
Advertising	
Copying	
Office Supplies <i>(Please specify)</i> 1) 2) 3) 4) Office Supply Total	
Space Rental	
Food	
Other Direct Expenses <i>(Please specify)</i> 1) Admission fees (150 people @ \$1/ person) 2) Educator honoraria (\$50 per tour) 3) Tours + hands-on workshops (10 tours + workshops @ \$20/ guest x 15 guests) 4) Administration (scheduling, coordination, preparation, setup & marketing) Other Direct Costs Total	\$150 \$500 \$3,000 \$850
Total Expenses	\$4,500
<u>Revenue Sources</u>	<u>Revenue Amount</u>
Amount Requested from HRC	\$3,000

CIF Proposal Budget Table

Other Sources of Revenue	
1) Individual (secured)	\$500
2) BMoCA unrestricted funds (secured)	\$1,000
3)	
4)	
Total Revenue	\$4,500

City of Boulder
Human Relations Commission

Annual Celebration of Immigrant Heritage
October 3-10, 2015

2015 Request for Proposal

Deadline to Apply: 5 p.m. Friday, Aug. 7, 2015

Fund Description

Immigrants have enriched Boulder beyond measure, bringing many contributions to our community along with the unique customs and traditions of their ancestral homeland. The Boulder Human Relations Commission (HRC) recognizes the importance of educating the city's population on shared immigrant histories, diverse cultures and the role these play in shaping and enriching the life of the city.

This funding cycle will support events held as part of the city's **Annual Immigrant Heritage Week, October 3-10, 2015**. Events that honor the experience and contributions of the many immigrants who have shaped the city over many generations and/or that facilitate the successful integration of immigrants into the civic, economic and cultural life of the Boulder community are the objective of this fund.

Available Funds

Organizations are eligible for grants with a maximum amount of \$1,500.00 for each event.

Eligibility

Funding priority criteria includes:

- Community initiated event
- Nonprofit agency/group
- Free and open to the public
- Event to be held within Boulder city limits
- Event to be held during Annual Immigrant Heritage Week: October 3-10, 2015.
- Funds may be used only for non-personnel related expenses, such as food, postage, marketing and office supplies. Funding cannot be used to compensate event organizers, though the grant may pay for a guest speaker at an event.
- Funded groups are required to recognize HRC support on any event advertising and at the event itself.
- Following the event, funded groups are required to appear at a designated HRC meeting and report on the event. Failure to appear at the designated HRC meeting will negatively affect future funding requests.

The HRC will not fund:

- Proposals that are not from community organizations. Community organizations are, however, encouraged to partner with other groups for their event.
- Groups that have failed to meet their contractual requirement in the past.
- Events that are not free and open to the public. Admission may not be charged at these events.

The city reserves the right to reject any or all proposals, to waive informalities and irregularities in proposals received, and to accept any portion of any proposal or all items proposed if deemed in the best interests of the city.

Deadline:

Applications must be received by **5:00 p.m., Friday, Aug. 7, 2015**. You may either mail, hand-deliver or email your proposal. Please see below for where to send your application.

To Apply:

Please submit your application in the following order:

- Cover Sheet** (see attached)
- Narrative** – answer the five questions below. Please use no more than two single-spaced pages for your responses.
 1. Who is on the organizing body of this event? Please list members of the organizing body or co-sponsoring groups if it is a collaborative effort.
 2. Provide a description of the event, including:
 - i. a general description of the event;
 - ii. how your event will engage and educate the community;
 - iii. how your event will foster inclusivity and respect for immigrant heritage.
 3. What are the goals of the event?
 4. How will the event be promoted to the Boulder population?
- Budget Table** (see attached): Using the attached budget sheet, provide a detailed, projected budget of expenses for your 2015 event. You may hand-write the numbers onto the sheet if you wish.

Mail application to:

Department of Human Services
Community Relations and Office of Human Rights
City of Boulder
P.O. Box 791
Boulder, CO 80306

Or hand-deliver to:

Department of Human Services
2160 Spruce Street
Boulder, CO 80302

Applications may also be emailed by **Aug. 7, 2015 by 5:00 p.m.** to AtilanoC@bouldercolorado.gov.

Late applications will not be accepted. We will **not** be checking postmarks. Any applications that arrive in our office after **Aug. 7, 2015** will not be considered. If you are uncertain that your application will arrive in time, please hand-deliver or email it to us. Thank you.

**Request for Proposal
Annual Celebration of Immigrant Heritage (cover sheet)**

Grant Request (up to \$1,500): _____

<i>Agency/Organization</i>		
<i>Street Address</i>		
<i>City</i>	<i>Zip Code</i>	
<i>Telephone</i>	<i>Fax</i>	<i>Website</i>
<i>Project Name</i>		
<i>Contact Person</i>		
<i>Email Address</i>		
<i>Project Description (please do not exceed space provided)</i>		

Proposal Budget Table

<u>Budget Item</u>	<u>Projected Expense</u>
Postage	
Advertising	
Copying	
Office Supplies <i>(Please specify)</i> 1) 2) 3) 4) Office Supply Total	
Space Rental	
Food	
Other Direct Expenses <i>(Please specify)</i> 1) 2) 3) 4) Other Direct Costs Total	
Total Expenses	
<u>Revenue Sources</u>	<u>Revenue Amount</u>
Amount Requested from HRC	
Other Sources of Contributions (including in-kind) 1) 2) 3) 4)	



CITY OF BOULDER
HUMAN SERVICES DEPARTMENT

June 15, 2015

To: Human Relations Commission
From: Robin Pennington, Administrative Specialist
Re: Remaining 2015 Community Event Fund Grantee Event Dates

Upcoming 2015 CEF Grantee Events	
Folk Dancing on the Plaza (Postoley)	June 2, 9, 16, 23, 30; July 7, 14, 21, 28; Aug. 4, 11, 18, 25; Sept. 1 and 8
Cultura Viva (BarrioE)	July 18
21th Annual Boulder Asian Festival (BAPA)	Aug. 8 and 9
Veterans' Awareness Series (VHVN)	Fall - TBD
PrideFest Week (Out Boulder)	Sept. 7 through Sept. 13
Kids Give Back Thanksgiving Dinner (Bridge House)	Nov. 20
Homeless Persons' Memorial (Bridge House)	Dec. 21

909 Arapahoe Avenue · Boulder, Colorado 80306

Community Relations: 303-441-3140 · Human Services Planning: 303-441-3140

Family Services: 303-441-4357 · Senior Services: 303-441-3148

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**City of Boulder
Office of Human Rights
Ordinance Activity
Jan. - Dec. 2014**

January - December 2014	Cases	Formal Complaints	Total
Total	267	9	276
<u>Protected area</u>			
Employment	66	8	74
Housing	58	1	59
Public Accommodations	9	0	9
General Inquiry	134	0	134
			0
<u>Classes of Discrimination</u>			
Age	9		9
Ancestry	0		0
Color	0		0
Creed	3		3
Custody of a minor child	9		9
Disability	38	1	39
Marital Status	6		6
National Origin	74	8	82
Parenthood	3		3
Pregnancy	4	1	5
Race	25		25
Religion	6		6
Sex	19		19
Sexual Orientation	15		15
General Inquiry	134		134
Gender Variance	2		2
Genetic Characteristics	0		0
<u>Complaint Outcomes</u>			
Probable Cause			
No Probable Cause		3	
Agreement		6	
Pending			
Complaint Withdrawn			
Case Closed			
Case Dismissed			
Mediation		5	

2014 Human Rights Ordinance Data Collection

	Case Summary	Area	Protected Class
1	Terminated from work; alleges discrimination in that says she did not receive 2 absentee warning prior to third and final warning, and that warnings were not explained in Spanish. During investigation, complainant opted to close the case.	Employment	Color, National Origin
2	Terminated from work; alleged sexual and verbal harassment from supervisor; company alleged that XXXXX was not following instructions and was creating discontent; complainant was unresponsive to communication so case was closed.	Employment	Color, National Origin
3	Landlord was not taking action to assist in violent neighbor situation; violent neighbor has since been evicted. Client was referred to Community Mediation Service.	Housing	Disability
4	Landlord never made reasonable accommodations for her disability; knew she had to terminate her lease soon and find another place to live due to rent increase. KP referred her to CPWD (Aaron Pasterz, Independent Living Specialist) in March 2014. Case referred to Senior Resources.	Housing	Disability
5	Applied to Boulder Housing Partners but was denied. Client's situation was already addressed by Human Services Planning Staff.	Housing	Disability, National Origin
6	Housing complex refused to make repairs to his condo that make it difficult for him to carry out necessary daily functions. Staff suggested he continue working with a lawyer as the lawsuit is already in progress.	Housing	Disability
7	Terminated; alleged a generally hostile work environment and different treatment for Latinos; alleged that supervisor lied about their performance to manager. Complainant was referred to mediation but opted to close the case.	Employment	National Origin
8	Terminated; alleged a generally hostile work environment and different treatment for Latinos; alleged that supervisor lied about their performance to manager. Case referred to Community Mediation Service but opted to close case when resolution not reached.	Employment	National Origin, Race
9	Hotel housekeeper terminated from work; believes she was terminated due to her hand injury; supervisors did not follow doctor's recommendations regarding her physical limitations to perform work; was told "ya no sirves para hacer cuartos"/you're no longer good for doing rooms". Complainant attempted and unsuccessful mediation and opted to close the case.	Employment	Disability, National Origin
10	Alleged receiving hostile treatment from supervisor at hotel; supervisor denies her privileges and rights afforded to other employees; "supervisor says that she is "not Mexican enough." Complainant attempted unsuccessful mediation and decided to close the case.	Employment	National Origin
11	Resigned from working in hotel café; was given more and more responsibilities from supervisor. Alleged discrimination based on National Origin and Race. After an unsuccessful mediation, the complainant opted to close the case.	Employment	National Origin, Race
12	Complainant alleged that owner discriminated against her by not disciplining male coworker, after alleged harassment. The OHR investigated and found no probable cause for discrimination. The complainant mailed an appeal but the appeal arrived after the deadline to appeal, thus closing the case.	Employment	Sex
13	Complainant alleged discrimination based on National Origin (including immigration status), from fellow employees, in the hotel where she worked as a housekeeper. The case was referred to mediation, where a settlement was not reached. The complainant opted to close the case.	Employment	National Origin, Race
14	Complainant was terminated while on FMLA leave, allegedly for being pregnant. The complainant opted to close the case after deciding she wanted to pursue punitive damages through either a private lawyer or federal agency.	Employment	Pregnancy
15	Denied the opportunity to rent other units at the end of her lease (cannot renew current lease due to renovation). Complainant alleged that the denial was due to her having a service animal. The case was resolved as the landlord agreed to then rent to her again, allowing her service animal to also live there.	Housing	Disability
16	Business across street from home has a very bright light. Staff referred to the Planning Department.	Housing	

2014 Human Rights Ordinance Data Collection

2014 Human Rights Ordinance Data Collection			
	Case Summary	Area	Protected Class
17	Requested trailer management company to make repairs to his trailer after the flood, but was denied, saying he had missed some insurance payments. XXXXX alleges that it was XXXXX management who messed up on making payments. Case referred to Community Mediation Service.	Housing	
18	Landscaper originally cut his foot in May while working; did not. In May, a grass cutter exploded and the gas went in his eyes, ears, and mouth; fired 8 days later. They have a Worker's Compensation lawyer. They didn't want to file a HRO complaint, so there was nothing left to do.		
19	The caller wanted to find out about worker's compensation for an injury he sustained while working at XXXXX, a carwashing company. Staff referred him to the Division of Worker's Compensation within the CDLE.		
20	The worker/owner contacted the OHR asking for advice regarding an ownership dispute of the restaurant, 100% Mexicano. Staff member referred her to possible lawyers.		
21	Alleges fired because of hand injury received at work; has workers compensation attorney. Staff recommended she keep working with the attorney and/or the CDLE's Division of Worker's Compensation.	Employment	Disability

2014 Failure to Pay Wages Ordinance Data Collection

	Case Summary	Wages Alleged	Amount Paid After Complaint Only	Amount Paid Before Prosecution
1	Alleged that she had not received the full payment of her last two weeks worked doing food prep at a local grocery store; issue resolved and case closed.	\$482.00	\$0.00	
2	Requested payment for hours worked in December; employer alleged they worked as independent contractors; employer did not want to pay due to not having SSN. Case referred to CAO and \$345.00 paid out by employer.	\$345.00	\$0.00	\$345.00
3	Requested payment for hours worked in December; employer alleged they worked as independent contractors; employer did not want to pay due to not having SSN. Case referred to CAO and \$1,200.00 paid out by employer.	\$1,200.00	\$0.00	\$1,200.00
4	Requested payment for hours worked in December; employer alleged they worked as independent contractors; employer did not want to pay due to not having SSN. Case referred to CAO and \$900.00 paid out by employer.	\$900.00	\$0.00	\$900.00
5	Resigned from position as nanny and requested vacation and flex pay in addition to pay for hours worked; we discovered that Colorado employers are not obligated to pay flex time pay.	\$1,636.04	\$0.00	
6	Final paycheck only reflects pay for 32 hours, although XXXXX worked 80 hours. XXXXX did not respond to communications so case had to be closed.	\$1,003.00	\$0.00	
7	Final paycheck did not include his 100 vacation hours. It was later determined after a phone call to the CDLE that if vacation hours are included in a personal time "pool" (which also included sick time) (that the employer is not required to pay out the hours.	\$1,128.00	\$0.00	
8	XXXXX (server) believes employer is not paying the correct amount of tips. After investigation, it was determined that \$675.00 in tips were owed. Employer paid.	\$674.50	\$674.50	
9	XXXXX sought payment of vacation hour wages and wages during suspension. Case closed after reviewing contract.	Vacation Time	\$0.00	
10	XXXXX seeks payment for 16 days of work between 11/25/13 and 12/12/13 for a total of 120 hours at \$10/hour for \$1,200.00. Employed as chef. Received \$565.00.	\$1,200.00	\$0.00	\$565.00
11	Complainant wanted to reopen his case. Previous case from 2013 had been closed and could not be reopened.			
12	Employed as construction worker; alleges owed \$1,368.00. Case referred to CAO and ongoing.	\$1,368.00	\$0.00	
13	Employed as construction manager. Started at \$25/hour, with \$10/hour going towards credit in the restaurant. Case closed as determined it was an investment relationship gone awry.	\$11,600.00	\$0.00	
14	The worker alleged not having received his final paycheck and not having been paid adequately in various paychecks since 2013. Case closed due to lack of communication by complainant.	\$1,396.84		

2014 Failure to Pay Wages Ordinance Data Collection

	Case Summary	Wages Alleged	Amount Paid After Complaint Only	Amount Paid Before Prosecution
15	Employed as construction worker; received \$90.00 in alleged wages owed by employer, after investigator sent letter and spoke to employer.	\$90.00	\$90.00	
16	Complainant originally alleged \$5,200.00 in wages owed for sales work at freight company. Employer alleges that their employment relationship ended prior to the date of alleged wages owed. Employment dates currently being determined.	\$5,200.00		
17	Employer demanded complainant provide a social security number prior to payment. The work consisted of cleaning a law office and restaurant at night. Employer paid the \$380.00 owed after communications with the investigator.	\$380.00	\$380.00	
	As of 3/30/15, \$4,154.00 had been paid out to complainants.			



CITY OF BOULDER
BOARD & COMMISSION INFORMATION ITEM

TO: Human Relations Commission

FROM: David Driskell, Executive Director of Community Planning & Sustainability
Maureen Rait, Executive Director of Public Works
Yvette Bowden, Director of Parks and Recreation
Sam Assefa, Senior Urban Designer, Project Coordinator
Jeff Haley, Project Coordinator
Joanna Crean, Project Coordinator

DATE: May 27, 2015

SUBJECT: Responses to Commission's Questions Related to Boulder Civic Area Master Plan

The Human Relations Commission (HRC) discussed the Boulder Civic Area Master Plan update at its May 18th meeting. The commissioners had several questions as indicated below. Staff has provided responses to the questions for review and consideration by the Commission.

1. Page 38 - Strategies/ Partnerships: "Cooperate with non-profit and service organizations to ensure that in all programming or built spaces, there are options for people of all incomes and abilities to use the space or participate in events together." What does that strategy look like? Are there gathering spaces at free or low rates for non-profits and community groups to use?

Response:

The intention of the Civic Area Master Plan is to transform the site into a welcoming, attractive and engaging space for all members of the community to enjoy the downtown area. The first guiding principle of the plan, "The Civic Heart of Boulder" elaborates on creating a unique city center that is diverse, welcoming and safe and a space for all. The proposed master plan provides a public park that is free and open to all members of the community as well as opportunities for gathering spaces that will be free and welcoming and no-cost. Additionally, the intention is to develop a governing organization that operates and manages the Civic Area in collaboration with private businesses, non-profit organizations and staff to continuously provide free programming options as well as special events throughout the year.

2. Page 8 – Guiding Principles: "Welcoming and Safe: Be designed to be welcoming, accessible, comfortable, clean and safe." How will this take place beyond aesthetic

design? Are they talking about city policies, police presence, which was consulted, who do they want to be welcomed, how was it designed?

Response

Elements that create successful urban parks include safety, accessibility, attractive amenities, functional spaces and appropriate maintenance to ensure cleanliness from litter, graffiti, vandalism and disrepair. Additionally, studies show that these aspects also discourage crime and undesirable behavior within parks. One of the many goals of the Civic Area is to provide an enhanced space for all members of the community, while prioritizing crime prevention and welcoming spaces. Boulder Police have already increased presence within the Civic Area and are consulting with the design team to ensure appropriate principles are being met to reduce crime with the proposed design.

3. Have they analyzed the space with an eye towards how people do and don't congregate in spaces? Looked at patterns in the ways in which people congregate in public space? Did they use Space-Use Analysis?

Response

The design team is accomplished in designing successful urban parks and has completed a wealth of analysis related to opportunities and constraints associated with the site. The public involvement and community outreach the team has also engaged park users in determining elements of the design that are preferred as well as the associated programming and activities that could be provided within the public space. Finally, much consideration and detail has been given to physical site design that incorporates research on visual preference and space analysis to ensure the proposed design will be successful in achieving the goals and guiding principles of the plan.

4. Are there a lot of picnic areas where people can bring their own food and do not have to purchase it?

Response

Yes, similar to the current park, there are multiple areas designed within the proposed plan that will be no-cost and open to all members of the community to bring their own food and enjoy the park.