

## Draft 2025 Annual Work Plan Human Relations Commission

MEETING DATE	AGENDA ITEM/ISSUE
January 9	<ul style="list-style-type: none"> <li>• Rank Study Issues by January 31</li> <li>• Study Issues Informational Session Presentation</li> <li>• Community Partner Presentation</li> <li>• Community Needs Assessment Update</li> <li>• Signature Event 1 Discussion</li> </ul>
February 13	<ul style="list-style-type: none"> <li>• Allyship Presentation</li> <li>• Community Partner Presentation</li> <li>• Community Needs Assessment Update</li> <li>• Signature Event 1 Discussion</li> </ul>
March 13	<ul style="list-style-type: none"> <li>• Community Partner Presentation</li> <li>• Community Needs Assessment Update</li> <li>• Signature Event 1 Discussion</li> </ul>
April 10	<ul style="list-style-type: none"> <li>• Community Partner Presentation</li> <li>• HRC Signature Events 2025-2026 Proposal</li> <li>• Community Needs Assessment Update</li> <li>• Signature Event 1 Discussion</li> </ul>
May 8	<ul style="list-style-type: none"> <li>• Review Recommended Budget</li> <li>• Community Needs Assessment Update</li> <li>• Signature Event 2 Discussion</li> </ul>
June 12	<ul style="list-style-type: none"> <li>• Recognition of Service</li> <li>• Review Study Issue Process and Timelines</li> <li>• Signature Event 2 Discussion</li> </ul>
July 10	<ul style="list-style-type: none"> <li>• Selection of Chair and Vice Chair</li> <li>• Signature Event 2 Discussion</li> <li>• Community Needs Assessment Update</li> </ul>
August 14	<ul style="list-style-type: none"> <li>• Community Needs Assessment Update</li> <li>• Community Partner Presentation</li> <li>• Last month for board/commission member to submit Study Issue Form to Liaison</li> <li>• Signature Event 2 Discussion</li> </ul>
September 11	<ul style="list-style-type: none"> <li>• United Against Hate Week</li> <li>• Community Needs Assessment Update</li> <li>• Last month for board/commission member to submit Study Issue</li> </ul>

MEETING DATE	AGENDA ITEM/ISSUE
	Form to liaison.
October 9	<ul style="list-style-type: none"> <li>• Community Partner Presentation</li> <li>• Final month to Propose Study Issues (Due to City Manager by December)</li> <li>• Review 2026 Draft Master Work Plan</li> <li>• Community Needs Assessment Update</li> </ul>
November 13	<ul style="list-style-type: none"> <li>• Approve 2026 Annual Work Plan</li> <li>• Community Needs Assessment Update</li> </ul>
December 11	<ul style="list-style-type: none"> <li>• Final month for Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials</li> <li>• Community Needs Assessment Update</li> </ul>

**Community Needs Assessment Updates:** the City and the Consultant will provide guidelines to the HRC related to their support when it comes to formation, convocation, and marketing of focus groups, community presentations, surveys, etc. to the community

**Events:** Community Conversations or Signature Events (based on focus areas) need to be added throughout the year. For example:

- Current HRC Areas of Interest: Immigrants and Immigration Stories, Multiheritage Communities, Bullying and Othering
- United Against Hate Week

**Additional items yet to be scheduled:**

- Study Issues may be proposed at any meeting throughout the year
- Study Issues presentation dates will be added following approval by Council

**Community Partners that may present to the Commission:**

- AACI
- Welcoming America
- African American Community Service Agency
- Office of Women's Policy
- Santa Clara County LGBTQ+ Affairs Office
- Mobile Home Park Alliance
- Santa Clara County Office of Immigrant Relations
- Sunnyvale Community Services
- Sunnyvale Cares/SVDP/Our Daily Bread

**City Offices that may present to Commission:**

- Public Works
- Community Development
- Department of Public Safety
- NOVAWorks
- Environmental Services Department