



## HUMAN RELATIONS COMMISSION

# AGENDA

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**Tuesday, June 24, 2025**  
**6:00 p.m.**

This meeting will be conducted in person\*. 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](mailto: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](mailto: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 April 22, 2025, minutes

5. Scheduled Business

- a. Update on work plan conversation from Council
- b. Brainstorming session for list of topics, event formats, determine intention, and identify event opportunities

6. Business from the Members

7. Next meeting date: July 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](mailto: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.*



## HUMAN RELATIONS COMMISSION

### MINUTES

April 22, 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, Alyssa Nydegger, Hedio Schulte, Katie Pleis

Members absent: Tami Cockeram, Jamie Jones, Robyn Davis

Brief introduction of Makenna Kuenzi, Deputy City Recorder, who will take over staffing the HRC meetings moving forward.

#### Public Comment

There was no public comment.

#### Approval of March 25, 2025, minutes

**6:02 p.m.**

**MOTION:** Nydegger moved to approve the minutes as presented, Pleis seconded the motion, which passed 4-0.

#### Scheduled Business

**6:03 p.m.**

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

Deputy City Manager Kayla Barber-Perrotta and Parks & Recreation Director Kim Lyddane developed a work plan chart for review based on the impact and effort matrix exercise that was completed at the last meeting. HRC reviewed the two-year work plan and revised goal timelines and assigned project leaders/support. Lyddane will update the draft work plan and send it to HRC for additional review. The next meeting in May will be spent brainstorming topics for tabling events and priorities. It was requested that a staff member from Communications be present at the next meeting to see how they can assist with the goals of the two-year work plan. It is recommended the HRC continue to meet in person while working through the initial work plan.

#### Business from Members

**7:22 p.m.**

Pleis attended the local NAACP meeting and reminded everyone the Juneteenth celebration will be on June 21, 2025 from 1:00 p.m. to 6:00 p.m. She shared black community members have been glad the protests occurring have been peaceful but feel this is due to the mostly white presence of those participating and there would be a larger police presence otherwise.

Lyddane will be taking Cockeram on a Parks & Recreation tour if anyone else from the group would like to join.

Next meeting date

The next meeting will be May 27, 2025.

Adjournment

Hearing no further business, the meeting was adjourned at 7:27 p.m.

Respectfully submitted,

Reviewed by,

Makenna Kuenzi  
Deputy City 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](mailto:cityclerk@albanyoregon.gov).

# Albany Human Relations Commission (HRC) Two-Year Work Plan with Vision Areas (2025–2027)

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## Workplan Goal Areas

### 1. Build Trust and Visibility with the Community

Raise awareness of the HRC, increase transparency, and create regular, visible community engagement opportunities that create welcoming relationships with the City.

Potential Measures of Success: Number of positive engagements on social media, number of residents who engage with HRC table at community events, number of “Topic Tea” events, number of participants at “Topic Tea” events.

### 2. Advance Inclusive Government

Advocate for inclusive representation in government processes and engage potential future leaders throughout the community.

Potential Measures of Success: Proclamations by Mayor and Council, integration of youth into Citizen Advisory Groups, increase in number of applicants to apply for City positions (paid, Citizen Advisory Groups, volunteer, etc.) who identify as part of an underrepresented group.

### 3. Center and Amplify Marginalized Voices

Ensure historically underrepresented groups have a platform and meaningful presence in civic life and HRC efforts.

Potential Measures of Success: Number of participants, number of focus groups held, presentation to Council on findings.

## Two-Year Work Plan Table: 2025–2027

Goals & Objectives	Tasks	Deadline	Assigned To	Supported By
<b>1. Build Trust &amp; Visibility with the Community</b>				
<b>Participate in three community events per year.</b>	Brainstorm a list of topics and event formats. Determine intention. Identify event opportunities (e.g., Pride, River Rhythms, Unity events).	May 2025	Full HRC at a meeting	N/A
	Create tabling materials.	August 2025	Katie	Staff liaison: Banner, table runner, signage, button maker. Communications & Engagement Team
	Table at fall event. Evaluate reach and track engagement.	September- November 2025	Alyssa	Staff liaison
	Continue for 2026 (6+ total events).	Ongoing	TBD	Staff liaison
<b>Expand Online Presence</b>	Develop a draft content calendar.	June- August 2025	Katie	Remaining commission members
	Review draft with City's Communications & Engagement team for feasibility and insight.	September 2025	Katie	Communications & Engagement Team
	Develop regular posts. Measure engagement.	Ongoing	Katie	Communications & Engagement, Remaining commission members
<b>Design "Topic Tea" Events</b>	Discuss/select name and goals for events.	June 2025	Robyn?	Remaining commission members
	Select pilot topic & partners.	June 2025	Allyson	Remaining commission members
	Reserve space and market event.	June - August 2025	Allyson	Staff liaison, remaining commission members, Communications & Engagement Team
	Hold first event.	July- August 2025	Full HRC	Staff Liaison
	Evaluate and plan quarterly series for	August 2025	Allyson/Robyn	Remaining commission

	2026/2027 Fiscal Year.			
	2026–2027: Host one per quarter.	Quarterly	Full HRC	

Goals & Objectives	Tasks	Deadline	Assigned To	Supported By
<b>2. Advance Inclusive Government</b>				
<b>Make a recommendation for a Youth Advisory Council</b>	Research programs in other communities and gather staff input.	October 2025	Allyson	Remaining HRC, Staff liaison, City Manager's Office
	Draft structure, goals, and outreach plan.	November - December 2025	Allyson/Katie	Remaining HRC
	Present recommendation to Council	January-February 2026	Chair	Staff liaison



Goals & Objectives	Tasks	Deadline	Assigned To	Supported By
<b>3. Center and Amplify Marginalized Voices</b>				
<b>Create Community Focus Groups to better understand pain points of marginalized community groups in Albany.</b>	Select key themes/groups.	June 2025	HRC at commission meeting	
	Reserve space and invite participants.	TBD	TBD	Staff liaison
	Host first focus group. Translate findings into public feedback.	TBD	Allyson	Remaining HRC
	Host second focus group event.	TBD	HRC to determine at future meeting	Staff liaison
	Host third focus group event.	TBD	HRC to determine at future meeting	Staff liaison
	Present findings to Council.	May 2026	Chair	Staff liaison