

# **CITY OF KIRKWOOD**

## **HUMAN RIGHTS COMMISSION (HRC)**

### **STRATEGIC PLAN 2017**

**Dated 2-15-2017**

#### **Vision:**

To become trusted, visible, and effective human rights advocates who serve as points of contact and resources for the Kirkwood community.

#### **Mission:**

To promote the values of diversity and the elimination of discrimination, provide educational opportunities for the Kirkwood Community, and facilitate enhanced community connections.

#### **Core Values:**

Appreciate diversity, embrace issues of concern with respect, teamwork and integrity, and be proactive and inclusive in addressing issues.

#### **Strategic Plan Objectives:**

- A. Monitor and review communication resources
- B. Build collaborative relationships with community based organizations, faith communities, media and other groups to more effectively promote human rights in Kirkwood, in the spirit of the Mediation Agreement.
- C. Host events in the Kirkwood community and/or collaborate with other groups in the community to share concerns, discuss issues, celebrate diversity, and be informed of successes.
- D. Ensure Commissioners participate in HRC related training experiences.
- E. Prepare a quarterly cumulative report of activities of HRC, approve and submit an Annual Report to the City Council, and present in an open City Council meeting.
- F. Network and advocate for effective policy changes regarding human rights. Contact the Missouri Commission on Human Rights, Empower Missouri Human Rights Task Force, Human Rights Roundtable, and others for input.
- G. Collaborate with the City of Kirkwood (the Public Information Office) in updating the ADA & Support Services website tab.
- H. This Strategic Plan is to be reviewed and updated annually in January of each year by the HRC, and during the year as needed showing the updated plan.
- I. Continue development on the HRC police report addressing Police Department demographic, training, complaints, and traffic stops.
- J. Collaborate with the Kirkwood R-7 School District in supporting the response to the Achievement Gap Report.

<b>Strategies</b>	<b>Responsibility</b>	<b>Timeline/Progress</b>
<p><b>A. Monitor and review communication resources</b></p> <ol style="list-style-type: none"> <li>1. Maintain HRC Facebook page. Report activity and any suggested enhancements. Report quarterly to HRC.</li> <li>2. Contact the City’s Public Information Officer quarterly regarding upcoming events and other communications. Report quarterly to HRC.</li> <li>3. Review need to revise the HRC brochure. Report semi-annually to HRC.</li> <li>4. Receive and monitor reports of the City’s Neighborhood Caretaker Alert form from all locations. Report quarterly to HRC.</li> </ol>	<ol style="list-style-type: none"> <li>1. A. Sher &amp; J. Moticka</li> <li>2. A. Sher &amp; R. Boyd</li> <li>3. M. Fletcher &amp; J. Lewis</li> <li>4. J. Johnson &amp; J. Moticka</li> </ol>	<ol style="list-style-type: none"> <li>1. Jan, Apr, Jul, Oct</li> <li>2. Feb, May, Aug, Nov</li> <li>3. Jun, Dec</li> <li>4. Apr, Jul, Oct, Jan.</li> </ol>
<p><b>B. Build collaborative relationships with community based organizations, faith communities, media, and other groups to more effectively promote human rights in Kirkwood, in the spirit of the Mediation Agreement.</b></p> <ol style="list-style-type: none"> <li>1. Promote involvement with human rights organizations. Report activities and initiatives of these groups. Encourage these groups to attend HRC meetings and share activity agenda (see Exhibit B-1).</li> <li>2. Host, co-host or participate in City or neighborhood events throughout Kirkwood, i.e. Hot Dog Dayz of Summer and Greentree Festival. Report quarterly to HRC.</li> <li>3. Invite guest speakers to HRC meeting to present relevant information at HRC meetings. Report quarterly to HRC.</li> </ol>	<ol style="list-style-type: none"> <li>1. D. Hart &amp; M. Fletcher</li> <li>2. R. Hodges &amp; W. Winter</li> <li>3. J. Moticka &amp; R. Boyd</li> </ol>	<ol style="list-style-type: none"> <li>1. Jan, Apr, Jul, Oct</li> <li>2. Feb, May, Aug, Nov</li> <li>3. Jan, Apr, Jul, Oct</li> </ol>
<p><b>C. Host events in Kirkwood community and/or collaborate with other groups in the community to share concerns, discuss issues, celebrate diversity, and be informed of successes.</b></p> <ol style="list-style-type: none"> <li>1. Form ad hoc committees to research human rights initiatives. (see Exhibit C1, will post ad hoc committees as created, unless incorporated as a strategic plan initiative). Report quarterly to HRC.</li> <li>2. Engage the Kirkwood youth community through student initiatives, KHS participation with the HRC, essay contests, art contests, MLK celebration, and other appropriate activities. Report quarterly to HRC.</li> <li>3. Nominate for public recognition organizations or individuals who have made significant contributions to the Kirkwood community in human rights, review Awards Procedure. Report quarterly to HRC.</li> </ol>	<ol style="list-style-type: none"> <li>1. J. Moticka &amp; J. Johnson</li> <li>2. R. Boyd &amp; W. Winter</li> <li>3. A. Sher &amp; R. Hodges</li> </ol>	<ol style="list-style-type: none"> <li>1. Jan, Apr, Jul, Oct</li> <li>2. Mar, Jun, Sep, Dec</li> <li>3. Mar, Jun, Sep, Dec</li> </ol>

<p><b>D. Ensure Commissioners participate in HRC related training experiences.</b></p> <ol style="list-style-type: none"> <li>1. Collaborate with other local Human Rights Commissions and learn from their training experiences and initiatives. Report quarterly to the HRC.</li> <li>2. Participate in City sponsored training regarding commissioner duties and responsibilities. Report annually to HRC.</li> </ol>	<ol style="list-style-type: none"> <li>1. J. Lewis &amp; W. Winter</li> <li>2. M. Fletcher &amp; R. Hodges</li> </ol>	<ol style="list-style-type: none"> <li>1. Jan, Apr, Jul, Oct</li> <li>2. Feb, May, Aug, Nov</li> </ol>
<p><b>E. Prepare a quarterly cumulative report of activities of HRC, approve and submit an Annual Report to the City Council, and present in an open City Council meeting.</b></p> <ol style="list-style-type: none"> <li>1. First Quarter Report to HRC</li> <li>2. Second Quarter Report to HRC</li> <li>3. Third Quarter Report to HRC</li> <li>4. Submit draft of Annual Report to the HRC for review in December.</li> <li>5. Approve draft of Annual Report.</li> <li>6. Submit the HRC approved Annual Report to the City Council at its earliest meeting.</li> <li>7. Present the approved Annual Report to HRC at its March meeting.</li> </ol>	<p>1 thru 7</p> <p>R. Boyd, D. Hart, M. Fletcher</p>	<ol style="list-style-type: none"> <li>1. Apr</li> <li>2. Jul</li> <li>3. Oct</li> <li>4. Dec</li> <li>5. Jan</li> <li>6. Feb</li> <li>7. Feb</li> </ol>
<p><b>F. Network and advocate for effective policy changes regarding human rights. Contact the Missouri Commission on Human Rights Empower Missouri Human Rights Task Force, Human Rights Roundtable, and others for input.</b></p> <ol style="list-style-type: none"> <li>1. Report quarterly to HRC.</li> </ol>	<ol style="list-style-type: none"> <li>1. J. Lewis &amp; J. Johnson</li> </ol>	<ol style="list-style-type: none"> <li>1, Mar. Jun, Sep, Dec</li> </ol>
<p><b>G. Collaborate with the City of Kirkwood (the Public Information Office) in updating the ADA &amp; Support Services website tab.</b></p> <ol style="list-style-type: none"> <li>1. Create a user-friendly index of support service contacts.</li> <li>2. Create a user-friendly web page format with the City public information officer.</li> <li>3. Report quarterly to HRC.</li> </ol>	<p>D. Hart, J. Johnson, J. Lewis, and, in collaboration with the KNU Sub-Committee on Disabilities, B. Martin, D. Riggs, A. Carroll, &amp; M. Peterson</p>	<ol style="list-style-type: none"> <li>1. May</li> <li>2. Aug.</li> <li>3. Oct.</li> <li>4. Dec</li> </ol>
<p><b>H. This Strategic Plan is to be reviewed and updated annually in January of each year by the HRC, and during the year as needed showing the updated plan.</b></p> <ol style="list-style-type: none"> <li>1. Call for an offsite meeting</li> <li>2. Conduct offsite meeting</li> <li>3. Approve Strategic Plan</li> <li>4. Submit updated plan to City Council at least once every three years, or as requested.</li> </ol>	<p>D. Hart &amp; A. Sher</p>	<ol style="list-style-type: none"> <li>1. Dec</li> <li>2. Jan</li> <li>3. Feb</li> <li>4. March</li> </ol>
<p><b>I. Continue development on the HRC police report addressing Police Department demographic, training, complaints, and traffic stops.</b></p> <ol style="list-style-type: none"> <li>1. Initial report in January</li> <li>2. Quarterly Reports and modifications thereafter.</li> </ol>	<p>D. Hart, R. Hodges, &amp; A. Sher</p>	<ol style="list-style-type: none"> <li>1. Jan</li> <li>2. Mar, Jun, Sep, Dec</li> </ol>

<p><b>J. Collaborate with the Kirkwood R-7 School District in supporting the response to the Achievement Gap Report.</b></p> <ol style="list-style-type: none"> <li>1. Equity Walks training starts in January</li> <li>2. Equity Walk school visits are in Jan. &amp; Feb.</li> <li>3. Confirm calendar dates &amp; planned presentations/Town Hall meetings in collaboration with the Kirkwood R-7 School District.</li> <li>4. Report monthly to the HRC.</li> </ol>	<p>J Johnson, J. Moticka, &amp; D. Hart</p>	<p>Report monthly until Walks are completed</p> <p>Reset dates when School District develops format for presentations</p>
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**Exhibit B-1:** The following organizations are those where Commissioners collaborate and/or participate. The Commissioners named will provide activity quarterly to HRC: January, April, July, and October.

<u>Organization</u>	<u>Commissioners</u>
• Meacham Park Neighborhood Improvement Association (MNIA)	W. Winter
• Kirkwood Neighbors United (KNU)	R. Hodges
• KNU Disability Sub-Committee	J. Lewis
• Regional Human Rights Commission: Bellefontaine, Dellwood, Ferguson, St. Charles, St. Peters	J. Johnson
• Mission Commission on Human Rights (MCHR)	D. Hart
• Elliot Chapel policing study group	R. Boyd
• Assembly Series (Washington University)	A. Sher
• St. Louis Metropolitan Congregations United	M. Fletcher

**Exhibit C:** See Section C above and list ad hoc committees as needed.