

2017 Human Rights Advisory Commission Retreat  
Saturday, January 28, 2017 8:30 a.m. – 12:30 p.m.  
Location: City Hall, Fifth Floor, Deschutes Room

**Minutes**

8:30 – 9:00 Retreat goals and agenda, ice breaker

- Retreat Goals were decided to be:
  - Create a focused vision;
  - redefine and reduce subcommittees
    - such as reworking the Creative Expressives Contest;
  - define benchmarks and events to do;
  - explore why we are here for Human Rights Advisory Commission (HRAC); and
  - to end on time.

9:00 – 9:05 Meeting ground rules

- It was decided that members would speak in turn, with raising hands to signal one would like to talk.

9:05 – 9:15 Purpose and duties of HRAC

- The duties of HRAC were reviewed as:
  - to educate the community on human rights, and
  - advise the town council on human rights issues.

9:15 – 9:45 Identify and prioritize areas of focus for 2017

- The areas of focus for the 2017 year was decided as:
  - create a town event for May;
  - continue with the creative expressions contest;
  - develop city-specific document(s) explaining about the rights people have; and
  - a fall campaign for high school youth.

9:45 – 10:00 Break

10:00 – 10:30 Subcommittee formation

- Subcommittees were decided as:
  - Community Empowerment documentation subcommittee with Dana, Tag, Anna, and Sheri;
  - May Town event subcommittee with Phil, Marilyn, Farrah, and Chase;
  - Creative Expressions Contest subcommittee with Sheri and Anna; and
  - Fall Youth Campaign with Chase, Anna, Tag, and Dana.

10:30 – 11:00 Internal working of HRAC

- Created action items to help drive progress.
- Action items were decided as:
  - Chase: view website for suggestions;
  - Marilyn: upload pictures to OneDrive;
  - Farrah: contact Tsipora for the ListServ;
  - Sheri: upload Creative Expression Contest pictures to OneDrive;
  - Everyone: sign on to OneDrive at least once;
  - May Event subcommittee Members: think of topic ideas; and
  - Community Empowerment subcommittee Members: think of ideas for documents.

11:00 – 12:15 Website and Technology Use/Lunch

- Documents and notes will be centralized to OneDrive.  
(Lunch to be delivered at approximately 11:30)

12:15 – 12:30 Summary

- Members should complete their respective action items.