



**AGENDA**  
**COUNTY OF SONOMA**  
**COMMISSION ON HUMAN RIGHTS – REGULAR MEETING**

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**Tuesday, August 27, 2024**

**5:30PM**

**Hybrid**

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**First District:** Howard Sapper, Maria Barakat

**Second District:** Andrew Lemarquand\*, Sadie Ferguson

**Third District:** Katrina Phillips (Chair), Isabel Lopez, Liz Cruz Reyes (Officer-at-Large),

**Fourth District:** Trevor Merrell (Officer-at-Large), Irmina Benson, Cecilia Sofranko

**Fifth District:** Nichole Warwick (Vice Chair), Mason Koski, Nox Riley

**\*Commissioner Lemarquand will be attending hybrid via Zoom per Gov't. Code Section 54953(b) at this location: 1094 Petaluma Blvd S, Petaluma, CA 94952.**

**MEETING INFORMATION:**

The August 27, 2024 Commission on Human Rights Meeting will be facilitated in person. Members of the public can watch, listen, or join the meeting using one of the three following methods:

**1. JOIN IN PERSON:**

Human Resources Large Training Room

575 Administration Drive, Suite 117C, Santa Rosa, CA 95403

Limited seating is available for public participants.

**2. JOIN VIRTUALLY VIA ZOOM:**

Participate by computer, table, or smartphone application. Go to:

<https://sonomacounty.zoom.us/j/99356615285?pwd=UUISNIIIDQkUvTitzTWQ5bnNkL2NBUT09>

Webinar ID: 993 5661 5285

Passcode: 575862

**3. JOIN IN ZOOM BY TELEPHONE:**

Dial +1 (669) 900 9128

Webinar ID: 993 5661 5285

Passcode: 575862

**Instructions for the Public:**

In accordance with AB 361, Governor Newsom's March 4, 2020 State of Emergency due to COVID-19 pandemic, Sonoma County Public Health Officer's Recommendation for Teleconference Meetings, and the Sonoma County Board of Supervisors Resolution 21-0399, the Commission on Human Rights meetings will be facilitated using a dual format with listening and participation available through Zoom and in person.

**Agendas and Materials:** Agendas and most supporting materials are available on the Commission's website at <https://sonomacounty.ca.gov/Human-Rights/Calendar/> Due to legal, copyright, privacy or policy considerations, not all materials are posted online. **Materials that are not posted will be available directly from the Commission at [chr@sonoma-county.org](mailto:chr@sonoma-county.org).**

**Disabled Accommodation:** If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Deputy Clerk at (707) 565-1851, as soon as possible to ensure arrangements for accommodation.

**Approval of the Consent Calendar:** The Consent Calendar includes routine financial and administrative actions that are usually approved by a single majority vote. There will be no discussion on these items prior to voting on the motion unless Commission Members request specific items be discussed and/or removed from the Consent Calendar.

**Public Comment:** Any member of the audience desiring to address the Commission on a matter on the agenda: Members of the public are invited to join this meeting via Zoom teleconferencing. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the subject under discussion. Each person is usually granted three minutes to speak; time limitations are at the discretion of the Chair. While members of the public are welcome to address the Commission, under the Brown Act, Commission members may not deliberate or take any action on items not on the agenda, and generally may only listen.

**Commitment to Civil Engagement:** All are encouraged to engage in respectful dialog that supports freedom of speech and values diversity of opinion. Commissioners, Staff, and the public are encouraged to:

- Create an atmosphere of respect and civility where Commissioners, County Staff, and the Public are free to express their ideas within the time and content parameters established by the Brown Act and CHR's standard Parliamentary procedures (Robert's Rules of Order);
- Establish and maintain a cordial and respectful atmosphere during discussions;
- Foster meaningful dialogue free of attacks of a personal nature and/or attacks based on age, (dis)ability, class, education level, gender, gender identity, occupation, race and/or ethnicity, sexual orientation;
- Listen with an open mind to all information, including dissenting points of view, regarding issues presented to the Commission;
- Recognize it is sometimes difficult to speak at meetings, and out of respect for each person's perspective, allow speakers to have their say without comment or body gestures, including booing, whistling, or clapping.

**I. CALL TO ORDER – MISSION STATEMENT – ROLL CALL – PHILLIPS**

**II. KATHLEEN FINIGAN AWARD CEREMONY– SAPPER**

The Commission on Human Rights honors Kathy King with S.O.S. by awarding her with the 2<sup>nd</sup> annual Kathleen Finigan Award.

**III. COMMUNITY SPOTLIGHT– WARWICK**

Monthly featured guest to present on the Asphalt Plant issue in West County.

- Cherry Kane and Alissa Henderman from Asphalt Stinks

**IV. APPROVAL OF THE JUNE 25, 2024 MINUTES – PHILLIPS**

**V. APPROVAL OF THE JULY 27, 2024 MINUTES – PHILLIPS**

**VI. OPENINGS & APPOINTMENTS – PHILLIPS**

1. Openings - one (1) in the First District and one (1) in the Second District.

**VII. PUBLIC COMMENT ON NON-AGENDIZED ITEMS – PHILLIPS**

Public comment is limited to **two** minutes per topic or **four** minutes when using interpretation services.

**VIII. OFFICER REPORTS AND ADMINISTRATIVE UPDATES**

Officers and Staff to discuss administrative-related matters including, but not limited to, field trip ideas and speaker coordination.

1. Tabling opportunity at Rancho Cotati High on September 21 at 1pm-9pm for their Fiesta De Independencia and Car Show.

**IX. REGULAR CALENDAR – Discussion and possible action on items below**

**1. Ad hoc/Project Workplans and Budgets-Phillips**

Review and approve the 2024-2025 ad hocs work plans and their budgets. Each ad hoc/project has 3 minutes to present.

- Housing and Homelessness Committee (HHC)
- Racial Equity and Social Justice Framework Committee
- Youth Commission Project
- Sonoma County Human Rights Visibility Project
- Adult Prom
- Disability Justice

**2. League of Women Voters Presentation- Phillips**

The Commission on the Status of Women invites the Commission to hear the presentation on October 10, 2024, and/or co-sponsor the event.

**X. ADDITIONAL AGENDA ITEMS FOR THE NEXT COMMISSION MEETING – PHILLIPS**

**XI. ADJOURNMENT**

**DRAFT MINUTES**  
**COUNTY OF SONOMA**  
**COMMISSION ON HUMAN RIGHTS – REGULAR MEETING**

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**Tuesday, June 25, 2024**

**5:30PM**

**Hybrid**

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**Commissioners Present:**

**First District:** Howard Sapper (Officer-at-Large), Sarah Kerlow, Maria Barakat

**Second District:** Sadie Ferguson

**Third District:** Katrina Phillips (Chair), Liz Cruz Reyes

**Fourth District:** Trevor Merrell\*, Irmina Benson, Cecilia Sofranko

**Fifth District:** Nichole Warwick (Vice Chair)

**Commissioners Absent:**

**Second District:** Andrew Lemarquand

**Third District:** Isabel Lopez

**\*Commissioner Merrell arrived at approximately 5:40pm**

**Meeting held virtually and in person.**

**I. CALL TO ORDER – MISSION STATEMENT – ROLL CALL – PHILLIPS**

Meeting called to order by Chair Phillips at 5:36PM. Chair Phillips read the mission statement. Roll call taken by Staff.

**II. COMMUNITY SPOTLIGHT– PHILLIPS**

This month’s community spotlight was Education Refuge founded by Matthew Lee, a current Youth Commissioner and Anjay Singla. It’s a place for safe learning that matches refugees in need to their services with a qualified tutor. They would like to eliminate some of the educational inequalities and help lift students to succeed as they pursue their dreams from the power of learning.

**III. APPROVAL OF THE MAY 28, 2024 MINUTES – PHILLIPS**

No Discussion. Motion to approve the May 28, 2024 Minutes.

No Public Comment.

Motion: Commissioner Sapper

Ayes: 9

Noes: 0

Second: Commissioner Barakat

Absent: 2

Abstained: 1

Commissioners Lemarquand and Lopez were absent. Chair Phillips abstained as Chair. Motion passed.

**IV. OPENINGS & APPOINTMENTS – PHILLIPS**

1. Chair Phillips announced one (1) opening in the Second District. She introduced Mason Koski and Nox Riley who will be appointed on July 9, 2024 for the Fifth District.

**V. PUBLIC COMMENT ON NON-AGENDIZED ITEMS- PHILLIPS**

No Public Comment.

**VI. OFFICER REPORTS AND ADMINISTRATIVE UPDATES**

Officers and Staff to discuss administrative-related matters including, but not limited to, field trip ideas and speaker coordination.

1. Staff announced the Commission did spend their allocated budget.

**VII. AD HOC COMMITTEE AND PROJECT COMMITTEE UPDATES**

1. Visibility ad hoc is revamping promotional material like stickers and tablecloth with CHR logo. We made a sticker with the QR code. They bought educational items for younger kids and for humans in general to learn about human rights and local issues. They bought glass water bottles to promote health wellness. They will start preparing their report to the BOS.
2. Just Migration Reform ad hoc didn't report out.
3. Youth Commission Project announced they interviewed applicants, and 12 students will be joining next cohort. They went to meet with Jared Huffman at a LGBTQ2+ round table at SRJC where students were able to share with community members that trans students are having a hard time in schools, discuss bathroom safety, and they voiced that they are still experiencing a lot of discrimination. Youth Commissioners were in a safe place to share their thoughts and hear others as well on this issue.
4. Collective Care Response Team is having their final gathering of the fiscal year. They accomplished so much this year with legal and policy issues, and they felt appropriate to come together to celebrate all their accomplishments and have a relaxing time. They have the court watch project in place, and it has been successful, but judges are closing court rooms because they have noticed the court watchers in courtrooms.

**VIII. REGULAR CALENDAR**

1. Vice Chair Warwick read Gun Violence Awareness Month Resolution and led the discussion. This resolution was written by Mason Koski and moved forward by Vice Chair Warwick. Mason Koski updated the data for 2024: 294 mass shootings, 369 people killed and 1171 wounded. Commissioners would like this issue to be forwarded to congressmen, representatives, and the Board of Supervisors in a letter format. Commissioner Benson recommended to site the data in the letter. Motion to pass the Gun Violence Awareness Month Resolution with the updated data.

No Public Comment

Motion: Commissioner Sapper

Ayes: 9

Noes: 0

Second: Commissioner Cruz Reyes

Absent: 2

Abstained: 1

Commissioners Lemarquand and Lopez were absent. Chair Phillips abstained as Chair. Motion passed.

2. Vice Chair Warwick presented Yensi Jacobo a resolution to honor her as a Champion of Human Rights. Yensi Jacobo was on the Commission as Co-Chair of the Youth Commission on Human Rights since 2022 cultivating youth leadership and justice advocacy, and revitalizing youth programming. Motion to approve the resolution.

No Public Comment

Motion: Commissioner Sapper                      Ayes: 9                      Noes: 0  
Second: Commissioner Cruz Reyes                      Absent: 2                      Abstained: 1  
Commissioners Lemarquand and Lopez were absent. Chair Phillips abstained as Chair. Motion passed.

### 3. Nominations and Elections

Chair Phillips read the qualifications and descriptions of the Officer roles.

Chair: Commissioner Sapper nominated Commissioner Phillips as Chair; Phillips accepted.

Vice Chair: Commissioner Sapper nominated Commissioner Warwick; Warwick accepted.

Officer-At-Large: Commissioner Warwick nominated Commissioner Cruz Reyes; Cruz Reyes accepted.

Officer-At-Large: Commissioner Sofranko nominated Commissioner Merrell; Merrell accepted.

Officer-At-Large: Commissioner Phillips nominated Commissioner Sapper; Sapper accepted.

Election for Officer-At-Large

Cruz Reyes: 8                      Merrell: 6                      Sapper: 2

Abstained: Benson and Phillips

Motion to approve the slate of officers: Chair: Commissioner Phillips, Vice Chair: Commissioner Warwick, Officer-At-Large: Cruz Reyes and Merrell.

No Public Comment.

Motion: Commissioner Warwick                      Ayes: 9                      Noes: 0  
Second: Commissioner Barakat                      Absent: 2                      Abstained: 1  
Commissioners Lemarquand and Lopez were absent. Chair Phillips abstained as Chair. Motion passed.

4. The Commission voted between Kath King and Lend A Hand to be the 2024 Kathleen Finigan Award recipient. Kathy King received 5 votes and Lend A Hand received 4 votes. No public comment. The 2024 Kathleen Finigan Award will go to Kathy King. It will be presented in a different meeting.
5. The surveillance technology ordinance letter got postponed to next meeting because Commissioners didn't have time to review it prior to the meeting.
6. Commissioner Barakat reported on the conditions in the County Jail. She reached out to a reporter from The Press Democrat who has looked at this situation for a year and determined that there are viable complaints and evidence that there are violations such as at least Title 15 Minimum Standards for Local Detention Facilities classified by the California Board of State and Community Corrections. Her recommendation is to formally investigate this issue and take it to the BOS. No action was taken at this meeting.
7. Staff led the discussion on the strategic planning meeting. It will be on Saturday, July 27<sup>th</sup> at 10am-2pm at 575 Administration Drive, Suite 117C, Santa Rosa, Ca. Staff went over the logistics of the meeting and shared a workplan template to use.
8. Commissioners Sapper and Barakat led the discussion on issues with affordable housing. They shared issues from different affordable housing locations and those issues might perceive as human rights violations. There are three major issues: housing rent amount was unethically raised, security for individuals, and sub leasing. They believe it's a systemic problem. Legal Aid is working on this issue already and the Commission will connect with them. Commissioners Sapper and Barakat will be taking the lead on this issue.

**IX. ADDITIONAL AGENDA ITEMS FOR THE NEXT COMMISSION MEETING – PHILLIPS**

No meeting on July 23, 2024.

**X. ADJOURNMENT**

The meeting adjourned at 7:56 p.m.

**DRAFT MINUTES**  
**COUNTY OF SONOMA**  
**COMMISSION ON HUMAN RIGHTS – SPECIAL MEETING-**  
**STRATEGIC PLANNING**

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**Tuesday, July 27, 2024**

**10:00 AM**

**In Person**

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**Commissioners Present:**

**First District:** Howard Sapper

**Second District:** Andrew Lemarquand, Sadie Ferguson

**Third District:** Katrina Phillips (Chair), Liz Cruz Reyes (Officer-at-Large)

**Fourth District:** Trevor Merrell (Officer-at-Large), Irmina Benson, Cecilia Sofranko

**Fifth District:** Nichole Warwick (Vice Chair), Mason Koski, Nox Riley

**Commissioners Absent:**

**First District:** Maria Barakat

**Third District:** Isabel Lopez

**\*Commissioner Benson left early at approximately 1:45pm**

**Meeting held in person only.**

**I. CALL TO ORDER – MISSION STATEMENT – ROLL CALL – PHILLIPS**

Meeting called to order by Chair Phillips at 10:13AM.

**II. PUBLIC COMMENT ON NON-AGENDIZED ITEMS- PHILLIPS**

No Public Comment.

**III. STRATEGIC PLANNING CALENDAR**

**1. Ice Breaker**

Commissioner Cruz Reyes led the Commission in an ice breaker activity to increase knowledge of each other's views and perspectives.

**2. Ad Hocs Report Out**

Only two ad hocs provided an end of year report. Just Migration Reform Ad hoc didn't report out due to Commissioner Lopez' absence. Collective Care Response Team didn't report out due to Commissioner Kerlow's resignation.

- The Visibility Project had many challenges since Iliana Madrigal's departure, but the main challenge was getting the survey out to the community. They updated the survey questions to align with protected classes. The Project will be revamped with the help of Commissioners Lemarquand and Koski. They will be replacing the survey monkey platform to Typeform, creating QR codes flyers, creating automated responses after completion of the survey, providing people with a resource hub, and with the new platform, it will increase visibility. They will present the data to the public and the Board of Supervisors.



- The Youth Commission on Human Rights had an increase in participation since Covid-19. They started with 6, then 12 and then 18. They are teaching students new skills and topics so they can be leaders. They changed their name from Junior Commission to Youth Commission. They hope to have better participation from the Board of Supervisors in attending their end of year presentations. They will increase their guest speakers and have more fieldtrips in the upcoming cohort. Commissioners Riley, Benson, Sofranko, Koski will be helping the Youth Commission on Human Rights for 2024-2025 cohort.

### 3. New Ad Hoc

Commissioners shared their proposed ad hocs and projects for 2024-2025 fiscal year.

- **The Racial Equity Social Justice Framework Committee** will create a comprehensive framework for Commission on Human Rights philosophy, commitment, and practice for human rights in alignment with racial equity, inclusionary practices, and social justice principles to inform and structure Commission on Human Rights goal setting, committee creation, policy positions and priorities, and decision-making processes. The committee will engage with community stakeholders, experts in racial equity and social justice, and CHR commissioners. Committee products and materials will be presented to the Board of Supervisors and made publicly available upon completion.
- **Disability** concentrates to better respond to people with disability. Due to Covid, many individuals are experiencing long term effect-respiratory problems. They would like to provide masks and a pamphlet with information to the Community.
- **The Sonoma County Human Rights Visibility Project** is a comprehensive initiative designed to amplify the impact and reach of the Sonoma County Commission on Human Rights. This multi-phase endeavor aims to modernize the Commission's digital presence, enhance community engagement, and leverage technology to address human rights concerns more effectively.
- **Youth Commission on Human Rights** seeks to promote every individual's essential rights through education and activism around human rights within Sonoma County. Students gain exposure in various topics, resources, and networking opportunities to empower them in various human rights issues in Sonoma County.
- **Housing and Homelessness** will affirmatively address human rights issues in Sonoma County relating to housing and homelessness, including access, affordability, safety, equity, and more throughout the County. The HHC will produce recommendations to local jurisdictions and Sonoma County Board of Supervisors on housing and homelessness.
- **Adult Prom** is hosting an adult prom in Sonoma County on May 10, 2025 in partnership with Sonoma County Pride.
- **High School Human Rights Ad Hoc**- helps create a safe place for students to learn more about human rights in high school by creating human rights clubs.
- **Environmental Health Ad Hoc** focuses on creating safe space for community members to bring environmental issues to the commission.

No action was taken at this meeting. The Commission will vote on ad hocs and their budgets until August 27<sup>th</sup> meeting.

**IV. ADJOURNMENT**

The meeting adjourned at 2:03 p.m.

**COMMISSION ON HUMAN RIGHTS – Work Plan**

**Name of the ad hoc:** Housing and Homelessness Committee (HHC)

**Description of the project/ ad hoc:** The Housing and Homelessness Committee will affirmatively address human rights issues in Sonoma County relating to housing and homelessness, including access, affordability, safety, equity, and more; and affirmatively addressing Supreme Court Ruling, [Grants Pass v. Johnson](#), throughout the County. The HHC will produce recommendations to local jurisdictions and Sonoma County Board of Supervisors on housing and homelessness issues.

**Ad Hoc committee members:** Katrina Phillips, Maria Barakat & Howard Sapper

TIMELINE/ DATE	OBJECTIVE/GOAL	ACTIONS	ASSIGNED TO	BUDGET
Q3 2024- Q2 2025	Research and Address housing and homelessness in Sonoma County	-Write Recommendations to local jurisdictions and Sonoma County Board of Supervisors on housing and homelessness issues in the county -Create and disseminate public education on housing and homelessness issues in Sonoma County (i.e. hold meetings, host experts and community members with lived experience, write op eds published in local earned media)	Phillips & Barakat	
Total				\$0

## COMMISSION ON HUMAN RIGHTS – WORK PLAN

**Name of the ad hoc:**

Racial Equity and Social Justice Framework Committee (**RESJFC**)

**Description of the project/ ad hoc:**

The RESJF committee will create a comprehensive framework for CHR philosophy, commitment and practice for human rights in alignment with racial equity, inclusionary practices, and social justice principles in CHR goal setting, ad hoc committee creation, policy positions and priorities, and decision making processes. Development includes engaging with community stakeholders, experts in racial equity and social justice, and CHR commissioners.

Deliverables include frameworks to guide the Commission for racial equity and human rights including education and training for commissioners, standards of practice, and professional conduct regarding RESJC, recommendations for a more equitable and progressive commissioner succession process, recommendations to the Board of Supervisors for Commission appointment criteria, guidance for socio-cultural engagement, and youth commission learning and conduct.

RESJFC products and materials will be presented to the Board of Supervisors and made publicly available upon completion.

**Ad Hoc committee members:** Irmina Benson & Maria Barakat

TIMELINE/ DATE	OBJECTIVE/GOAL	ACTIONS	ASSIGNED TO	BUDGET
Q3-Q4 2024	Engage with SoCo Community members on Framework Development, Content, and Goals; All [interested] commissioners complete <a href="#">US Institute of Diplomacy and Human Rights - USIDHR</a> training	-Develop and Conduct online outreach via SoCo BOS and CHR website -Create Racial Equity and Social Justice Public Education and announce feedback call to action -Hold CHR Agenda Item for Public Comment to inform framework development -All [interested] Commissioners complete the following Human Rights Certification Training through the US Institute of Diplomacy and Human Rights: <a href="#">US Institute of Diplomacy and Human Rights - USIDHR</a>	Benson & Barakat	<a href="#">US Institute of Diplomacy and Human Rights - USIDHR</a>  Cost per person: \$174
	Increase and Enhance human rights praxis and impact anchored in racial equity and social justice		Benson & Barakat	

Q3 2024 (November)	for the commission and community			
Q3 2024- Q2 2025	Generate Racial Equity and Social Justice Framework for the CHR in alignment with current human rights and racial equity/DEI field of practice and standards to create cohesion, structure, and standards for the CHR to enhance human rights impacts in Sonoma County.	-Research and Develop SC CHR Racial Equity and Social Justice Framework	Benson & Barakat	
Q2 2025	Complete Racial Equity and Social Justice Framework for the Sonoma County Human Rights Commission and its Commissioners in order to ensure the CHR aligns with the County's Equity recommendations and the current equity field to increase human rights impacts throughout the county's most impacted communities and provide equitable structures of baseline education, transparency, accountability, community engagement, and decision making for the body	-In line with Sonoma County Office of Equity's <a href="#">Racial Equity and Social Justice Action Plan</a> , create and release CHR Racial Equity and Social Justice Framework (RESJF)  <b>RESJF will include:</b> -Onboarding & Education to RESJ for all commissioners -RESJ Standard of practice for commissioner behavior and engagement -Manual/standard of practice for bringing projects to the commission, prioritizing and deciding on actions/campaigns -Recommendations to Board of Supervisors on criteria for appointing members that align with RESJ praxis -Succession framework for bringing on progressively more effective RESJ commissioners -Youth Commission Section -Onboarding/baseline education for Youth Commissioners	Benson & Barakat	

		<p>-Standard of practice of engagement with the commissioners and commission work</p> <ul style="list-style-type: none"> <li>- conduct at least 5 presentations of the document to nonprofits, public entities and/or community groups to begin outreach.</li> <li>- submit formal teach back plan for next fiscal year.</li> </ul>		
Total				<p>\$174 x 15= \$2,610</p>

## COMMISSION ON HUMAN RIGHTS – YOUTH COMMISSION ON HR WORK PLAN

Name of the ad hoc: **2024-2025 Sonoma County Youth Commission on Human Rights**

### Ad Hoc committee members:

Liz Cruz Reyes, Cecilia Sofranko, Irmina Benson, Mason Koski, Nox Riley

**Description of the project/ ad hoc:** The Sonoma County Youth Commission on Human Rights seeks to promote every individual's essential rights through education and activism around human rights within Sonoma County. The Youth Commission is composed of high schoolers from varying schools in Sonoma County and they lead ad hoc projects to uplift human rights in the county. Youth Commissioners apply for this role and abide by a set of yearly commitments, including an End-of-Year Ad Hoc Report presentation with recommendations to the Community and Board of Supervisors.

We hope that this experience exposes students to the greater Sonoma County community and provides them with the knowledge, resources, and network to spark change in ways that are meaningful, re-empower and matter to our youth!

### Glimpse Into Our Data:

Student Engagement	2022-2023	2023-2024	2024-2025
Students who applied	N/A	21	22 students applied
Final cohort size	6	12	18
Returning Youth Commissioners	1	3	5
Retention Rate	16%	60%	100%
Participation Rate	N/A	Yearly Median = 83.33%	August 9th, 2024= 88.89%

<i>District</i>	<i>Final Number Accepted</i>
District 1	7
District 2	4
District 3	2
District 4	4
District 5	1

TIMELINE	OBJECTIVE	ACTIONS	WHO	BUDGET
June 2024 - August 2024	Summer Prep	<ul style="list-style-type: none"> <li>❖ Finalize Youth Commission Roster</li> <li>❖ Provide general calendar/schedule of events/meetings</li> <li>❖ Determine curriculum/activity outline for monthly meetings</li> <li>❖ Email invite and commitment form to student; invite parent &amp; guardians to first part of orientation</li> <li>❖ Reach out to speakers for Orientation Day, and all other meetings/ field trips</li> </ul>	Liz	\$0
July 2024 - August 2024	High School Affiliate Clubs: Summer Prep and Content Creation	<ul style="list-style-type: none"> <li>❖ Create materials, meeting guidelines and develop "Orientation Handbook: Club Facilitation &amp; Intro to Human Rights" for the HS Clubs</li> <li>❖ Identify and plan outreach for teacher/support staff each school to partner with and have cohort of students at a school who we will train + inform on how to run a meeting, provide relevant resources, human rights principles and support their personal growth through education and activism. Eligible students in these human rights/social justice clubs may receive invitations for surveys, relevant events and invitations to join the Youth Commission</li> <li>❖ Send emails /flyers to school partners, school administration, school teachers, community members and more to establish clubs at schools. Goals include: Recruiting potential student presidents/participants, scheduling school intro presentations, tabling events at school events, establishing club membership at schools, and uplifting students to create their Human Rights Committee Club(s).</li> <li>❖ Set up list of human rights related topics and mini lesson plans for clubs to implement in their schools. Identify potential Youth Commissioners who would like to start a Human Rights Committee Club on their campus, finalize club materials and club structure recommendations.</li> <li>❖ Strategize outreach plan for 5-6 schools with limited to no participation: Elsie Allen HS, Analy HS, Petaluma HS, Windsor HS, Cloverdale HS and another school represented by Youth Commission</li> </ul>	Led by Nox and supported by YCHR Team	\$0
July - May	Social Media Presence	<ul style="list-style-type: none"> <li>❖ Instagram &amp; Facebook: verify contact, username, &amp; password</li> <li>❖ Develop social media strategy with marketing students</li> <li>❖ GMail: verify contact, username, &amp; password</li> <li>❖ Insta/fb ads/posts</li> </ul>	YCHR Liaisons	\$200



		❖ Canva Teams Account (\$100 x2 accounts)		
August 9 2024	Orientation for Youth Commission & their families	<ul style="list-style-type: none"> <li>❖ Introductions to CHR, Youth Commission &amp; Support System</li> <li>❖ Sign parent &amp; guardian forms</li> <li>❖ Begin building rapport within Youth Commission</li> <li>❖ Provide tote bags, water bottles, notebooks, Informational materials and CHR promo from storage</li> <li>❖ Provide snacks &amp; light dinner</li> </ul>	YCHR Team	\$560
August 9	Orientation for Youth Commission & their families	<ul style="list-style-type: none"> <li>❖ Provide Student Transportation to provide equitable access to for students who do not have reliable forms of transportation (x2 students)</li> </ul>	YCHR Team	\$50
August 2023 - April 2025	Youth Commission Monthly Meetings, & Mentor Check-Ins	<ul style="list-style-type: none"> <li>❖ Food and supplies (x 7 meetings); Aug 24, Sept 14*, Nov 16, Dec 14*, Jan 25, Feb 22, April 26</li> </ul> <p>(*Joint Meeting with Commission on Status of Women)</p>	YCHR Team	\$1800
August 2024 - April 2025	Youth Commission , Monthly Meetings & Mentor Check-Ins	<ul style="list-style-type: none"> <li>❖ Provide Student Transportation to provide equitable access for students who do not have reliable forms of transportation</li> </ul>	YCHR Team	\$280
August 2024 - April 2025	Youth Commission Ad Hoc Projects	<ul style="list-style-type: none"> <li>❖ Project Budget: Youth Commissioners develop human rights related ad hoc projects and then use funds to support the community by implementing recommendations.</li> <li>❖ High School Human Rights Clubs can also start a project that we support and fund to uplift human rights values, education and activism on their campus.</li> </ul>	YCHR	\$1000

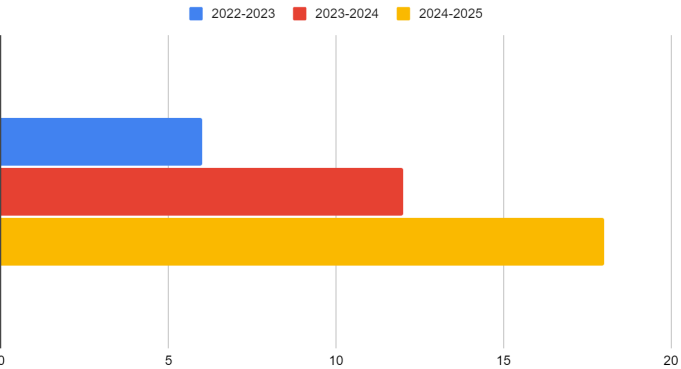
<p>August 2024 - April 2025</p>	<p>HS Club Members invited to special events</p>	<ul style="list-style-type: none"> <li>❖ Invite to monthly Youth Commission meetings to "shadow" and observe Youth Commission culture/organization.</li> <li>❖ Community events (which are open to all high school students) to learn about human rights with Youth Commission</li> <li>❖ Invite eligible Human Rights Club members to Field Trips or monthly meetings if the events are relevant to their potential project/discussion focus OR if there is sufficient space. Price included in budget planning. Before event attendance, student participant will sign Youth Commission Community Agreements, Student Permission Form and option to sign Photo Release form</li> <li>❖ <b>May be limited.</b> If student requires transportation, we could support them with coordinating a ride with us or via public transportation. For meetings, and community events to promote student access in Sonoma County.</li> </ul>	<p>Nox and YCHR Team</p>	<p>\$300</p>
<p>August 2024 - March 2025</p>	<p>Establish Youth Commission and CHR Visibility in high schools, incentivize students/staff to begin their own clubs, and conduct initial club meetings</p>	<ul style="list-style-type: none"> <li>❖ Outreach to 5 specific schools for Human Rights Club creation and potential staff member/liaison to support our work on campus. Email or meet in-person with school partner(s) and potential student leaders to discuss opportunity and set-up first day on campus. If students are motivated after a presentation, we can begin the process to sign-up students for reminders and set-up date to begin club meetings.</li> <li>❖ Provide relevant club and educational materials to students (such as the Orientation Handbook: Club Facilitation &amp; Intro to Human Rights, Safety Tips, DEI Practices, Advocacy Strategies, UDHR Booklets, post-its, clipboards, brochures, informational material and more).</li> <li>❖ Youth Commission High School Club Coordinator/Liaison supports first club meeting (if possible, Youth Commissioners who attend the school also support) and motivates students for future club meetings. Checks-in with club meeting leader(s) and helps coordinate learning opportunities for students.</li> <li>❖ <b>Mileage Money:</b> Roundtrip transportation reimbursement for High School Club Mentor(s) to drive to the High Schools to promote Youth Commission, CHR, Board of Supervisors &amp; civic engagement</li> <li>❖ Continue outreach and follow-up efforts at local schools, with a special focus on schools where we do not have student participation (Ex. Analy HS, Elsie Allen HS, Windsor HS, Cloverdale HS, El Molino HS, Santa Rosa HS, RCP, RUP, Healdsburg HS, Ridgeway HS and more!)</li> </ul>	<p>Nox and YCHR Team</p>	<p>\$250</p>

September 2024 - May 2025	Support Club Connections & Communication: Support club progress, resources and learning opportunities	<ul style="list-style-type: none"> <li>❖ Continue to monitor club progress, check-in monthly with club leader(s), support club projects to uplift human rights at their school/in the County, and ask clubs for support (if needed) relating to Youth Commissioner Ad Hoc Projects (Ex. Surveys, feedback, participation, etc.)</li> <li>❖ Educational materials like UDHR Booklets, flyers, fidget toys for neurodivergent students, brochures, LGBTQIA+ Merch, human rights books, human rights curriculum building tools to distribute to school partners, or relevant materials that High School Human Rights Clubs may need during their tabling events, for school meetings, workshops, presentations and human rights initiatives</li> <li>❖ Mini community field trips to Museums, historical sites and human rights settings/meetings</li> <li>❖ Support with coordinating frequent communication between the Human Rights Club(s), the Youth Commission and the CHR. Especially for survey, feedback and engagement connection</li> </ul>	Nox and YCHR Team	\$400
September 2024 - May 2025	Support Club Connections and communications	<ul style="list-style-type: none"> <li>❖ SNACK VAULT: Assorted snack, &amp; beverage items that can be stored for future meetings especially to motivate students to participate. Snack Vault for High School Club Affiliates during meetings, events or presentations.</li> <li>❖ Support with coordinating frequent communication between the Human Rights Club(s), the Youth Commission and the CHR. Especially for survey, feedback and engagement connection</li> </ul>	Nox and YCHR Team	\$600
September 24th - October	EarthSeed Tour	<ul style="list-style-type: none"> <li>❖ Earthseed Field Trip Reservation &amp; Deposit Fee</li> </ul>	YCHR Team	\$200

September 2024 & March 2025	Field Trip	<ul style="list-style-type: none"> <li>❖ 2-4 Field Trips, Potential options: EarthSEED, Museums, TedxSonoma event, Historical Sites, State Capitol or Educational/Community Spaces. Field Trip group includes 18-20 students (Youth Commissioners, Junior Commission on the Status of Women or eligible High School club affiliates) and about 6-8 Chaperones (CHR members, Youth Commission Mentors/Liaisons, Educators, Community Guide or County Staff)</li> <li>❖ Admissions x2 trips (30 people max, students, Chaperones &amp; Mentors)</li> <li>❖ Potential options: EarthSEED, Museums, TedxSonoma event, Historical Sites, State Capitol or Community Center</li> </ul>	YCHR Team	\$700
September 2024 & March 2025	Field Trip	Lunch & Snacks (30 people max, Youth Commissioners, Chaperones & Mentors)	YCHR Team	\$900
September 2024 & March 2025	Field Trip	<ul style="list-style-type: none"> <li>❖ Transportation (30 people max, Youth/Junior Commissioners, potentially relevant High School Human Rights Club members, Chaperones &amp; Mentors)</li> <li>❖ Provide transportation to provide equitable access for everyone</li> <li>❖ Transportation: Ferry rides, SMART train, bus and/or mentors driving students to field trip locations to pick up location/home</li> </ul>	YCHR Team	\$300
December 2024 - June 2025	Outreach & Recruitment	<ul style="list-style-type: none"> <li>● Provide introductory human rights oriented special events and workshops to promote education and activism for students in Sonoma County. <b>We will host a total of 3-6 community workshops open to 7th-12th graders.</b></li> <li>● (If grant approval) At least 3 workshops for students in Sonoma County high schools that are not represented on the Youth Commission, 2 workshops at high schools where Youth Commissioners attend and can lead the workshop, 1 community event for upcoming 9th graders/current middle schoolers, and 2 events which invite all high school students in the community, with priority access to leadership &amp; participation opportunities for Youth Commissioners, Junior Commission on Status of Women and High School Club Affiliates. <b>Fees for space reservation and misc items for the event (Purchase promo, brochures, books, etc.)</b></li> </ul>	YCHR Team	\$0

February 2024- June 2025	Outreach & Recruitment	<ul style="list-style-type: none"> <li>❖ Emails to school principals, counselors, family spaces ( ELAC, PTA, Family Resource Center, Parent Square), &amp; Community Orgs (NAACP, Los Cien, LSP, PPSC Mentor Me, CHOPS Teen Club); Board of Supervisors</li> <li>❖ Current Participants to conduct outreach at their respective schools (Student Gov't, Morning Announcements, Student Clubs, Senior Projects)</li> <li>❖ <b>April-June:</b> Interviews</li> <li>❖ <b>June:</b> Final Decisions; Send Orientation via Mail, Postage &amp; Cards ((if there are funds leftover))</li> </ul>	YCHR Team	\$0
May	(2) End-of-Year Celebrations	<ul style="list-style-type: none"> <li>❖ Celebrate Youth Commissioner &amp; HS Affiliates for their efforts to learn about and champion human rights in Sonoma County.</li> </ul> <p>**In addition to money leftover from our budget at the end of the year</p>	YCHR Team	\$160
May	End-of-Year Celebration Gifts	<ul style="list-style-type: none"> <li>❖ Certificates (Free from Board of Supervisors &amp; Congressman Huffman)</li> <li>❖ Student Appreciation Gift (Handmade cards, mugs, beanies, self-care items, etc. **In addition to money leftover from our budget at the end of the year)</li> </ul>	YCHR Team	\$0
General Fund	Just In Case Funds	<p>→ General Fund: meeting location fees, materials (Markers, Post-Its, Index Cards, UDHR Booklets &amp; Ad Hoc Prep items)</p>	YCHR Team	\$150
			<b>Fund Request</b>	<b>\$7,850</b>

Annual Growth 2022-2025





**Youth Commission  
Work Plan & Budget 2024-2025**

Mission		The Sonoma County Youth Commission on Human Rights seeks to promote every individual's essential rights through education and activism around human rights within Sonoma County.			
Hopes		We hope that this experience exposes students to the greater Sonoma County community and provides them with the knowledge, resources, and network to spark change in ways that are meaningful, re-empower and matter to our youth.			
Timeline	Goal/Purpose	Actions	CHR Budget Requested	Estimated Total Need for the Year	Total Amount Requested
June 2024 - August 2024	Youth Commission on Human Rights (YCHR): Summer Prep	Finalize Youth Commission Roster	\$0.00	\$0.00	\$0.00
		Provide general calendar/schedule of events/meetings	\$0.00	\$0.00	\$0.00
		Determine curriculum/activity outline for monthly meetings	\$0.00	\$0.00	\$0.00
		Email invite and commitment form to student; invite parent & guardians to first part of orientation	\$0.00	\$0.00	\$0.00
		Reach out to speakers for Orientation Day, and all other meetings/ field trips	\$0.00	\$0.00	\$0.00
July 2024 - August 2024	High School Affiliate Clubs: Summer Prep and Content Creation	Create materials, meeting guidelines and develop "Orientation Handbook: Club Facilitation & Intro to Human Rights" for the HS Clubs	\$0.00	\$0.00	\$0.00
		Identify and plan outreach for teacher/support staff each school to partner with and have cohort of students at a school who we will train + inform on how to run a meeting, provide relevant resources, human rights principles and support their personal growth through education and activism. Eligible students in these human rights/social justice clubs may receive invitations for surveys, relevant events and invitations to join the Youth Commission	\$0.00	\$0.00	\$0.00
		Send emails /flyer to circulate to school partners, school administration, school teachers, community members and more to establish clubs at schools. Goals include: Recruiting potential student presidents/participants, scheduling school intro presentations, tabling events at school events, establishing club membership at schools, and uplifting students to create their Human Rights Committee Club(s).	\$0.00	\$0.00	\$0.00
		Set up list of human rights related topics and mini lesson plans for clubs to implement in their schools. Identify potential Youth Commissioners who would like to start a Human Rights Committee Club on their campus, finalize club materials and club structure recommendations.	\$0.00	\$0.00	\$0.00
		Strategize outreach plan for 5-6 schools with limited to no participation: Elsie Allen HS, Analy HS, Petaluma HS, Windsor HS, Cloverdale HS and another school represented by Youth Commission	\$0.00	\$0.00	\$0.00
July 2024 -May 2025	Social Media Presence	Instagram & Facebook: verify contact, username, & password	\$0.00	\$0.00	\$0.00
		GMail: Provide the Youth Commission with a group email for students to use and be monitored by Mentors	\$0.00	\$0.00	\$0.00
		(Shared with Visibility Project, \$300 total) Canva Teams Account, \$200=\$100/year per person x 2 users/teams	\$200.00	\$200.00	\$0.00
		Buy social media ads to promote our work and recruit for next year's project cohort group: Instagram, Facebook, Tik Tok, etc.	\$0.00	\$110.00	-\$110.00
August 9	Orientation	Snacks & Light Dinner Food (x40 people: Youth Commissioners, parents/guardians and Mentors)	\$560.00	\$0.00	\$560.00
		Tote bag, Water Bottle, Notebook, Informational Materials and CHR Promo (from CHR Storage)	\$0.00	\$0.00	\$0.00
		Student Transportation: Round trip from their homes to 575 Administrative Dr, Santa Rosa, CA 95403	\$50.00	\$50.00	\$0.00
August 2024 - April 2025	Youth Commission Monthly Meetings, *Joint Meeting with Commission on Status of Women, and Open Community Events	Food and supplies; Aug 24, Sept 14*/28, Nov 16, Dec 14*, Jan 25, Feb 22, April 26, and more TBD based off student schedules. Will invite to eat with us: Guest Speakers, High School Human Rights Club Members, Mentors and Leading Staff. Will provide food and refreshments for all	\$1,800.00	\$3,570.00	-\$1,770.00
		SNACK VAULT: Assorted snack, & beverage items that can be stored for future meetings especially to motivate students to participate. Snack Vault for Youth Commissioners and for community event	\$0.00	\$450.00	-\$450.00
		Youth Commission Ad Hoc Check In with Mentor over Zoom/in-person to support with Human Rights Project (1-2 times a month). Specialized field trips, community learning dates and check ins in-person may require transportation, admission fee, lunch, snacks, light beverages, etc. (4-5 Ad Hoc Groups, with 4 people in each group, 3 scheduled in-person ad hoc check ins. )	\$0.00	\$600.00	-\$600.00
		Student transportation to our meetings and community events for Youth Commissioners (x 7 meetings) to promote student access in Sonoma County	\$280.00	\$300.00	-\$20.00
		Project Budget: Youth Commissioners develop human rights related ad hoc projects and then use funds to support community by implementing recommendations. High School Human Rights Clubs can also start a project that we support and fund to uplift human rights values, education and activism on their campus.	\$1,000.00	\$4,500.00	-\$3,500.00
August 2024 - April 2025	HS Club Members invited to special events	Monthly Youth Commission meeting to "shadow" and observe Youth Commission culture/organization.	\$0.00	\$0.00	\$0.00
		Community events (which are open to all high school students) to learn about human rights with Youth Commission	\$0.00	\$0.00	\$0.00
		Invite eligible Human Rights Club members to Field Trips or monthly meetings if the events are relevant to their potential project/discussion focus OR if there is sufficient space. Price included in budget planning. Before event attendance, student participant will sign Youth Commission Community Agreements, Student Permission Form and option to sign Photo Release form	\$0.00	\$0.00	\$0.00
		May be limited. If student requires transportation, we could support them with coordinating a ride with us or via public transportation. For meetings, and community events to promote student access in Sonoma County	\$300.00	\$700.00	-\$400.00
	Establish Youth Commission and CHR	Outreach to 5 specific schools for Human Rights Club creation and potential staff member/liaison to support our work on campus. Email or meet in-person with school partner(s) and potential student leaders to discuss opportunity and set-up first day on campus. If students are motivated after a presentation, we can begin the process to sign-up students for reminders and set-up date to begin club meetings.	\$0.00	\$0.00	\$0.00
		Provide relevant club and educational materials to students (such as the Orientation Handbook: Club Facilitation & Intro to Human Rights, Safety Tips, DEI Practices, Advocacy Strategies, UDHR Booklets, post-its, clipboards, brochures, informational material and more).	\$0.00	\$0.00	\$0.00

Grant Request

August 2024 - March 2025	Visibility in high schools, incentivize students/staff to begin their own clubs, and conduct initial club meetings	Youth Commission High School Club Coordinator/Liaison supports first club meeting (if possible, Youth Commissioners who attend the school also support) and motivates students for future club meetings. Checks-in with club meeting leader(s) and helps coordinate learning opportunities for students.	\$0.00	\$0.00	\$0.00
		Mileage Money: Roundtrip transportation reimbursement for High School Club Mentor(s) to drive to the High Schools to promote Youth Commission, CHR, Board of Supervisors & civic engagement	\$250.00	\$550.00	-\$300.00
		Continue outreach and follow-up efforts at local schools, with a special focus on schools where we do not have student participation (Ex. Analy HS, Elsie Allen HS, Windsor HS, Cloverdale HS, El Molino HS, Santa Rosa HS, RCP, RUP, Healdsburg HS, Ridgeway HS and more!)	\$0.00	\$0.00	\$0.00
September 2024 - May 2025	Support Club Connections & Communication: club/project progress, provide resources and provide specific learning opportunities from the community that can enhance their focus	Continue to monitor club progress, check-in monthly with club leader(s), support club projects to uplift human rights at their school/in the County, and ask clubs for support (if needed) relating to Youth Commissioner Ad Hoc Projects (Ex. Surveys, feedback, participation, etc.)	\$0.00	\$0.00	\$0.00
		Educational materials like UDHR Booklets, flyers, fidget toys for neurodivergent students, brochures, LGBTQIA+ Merch, human rights books, human rights curriculum building tools to distribute to school partners, or relevant materials that High School Human Rights Clubs may need during their tabling events, for school meetings, workshops, presentations and human rights initiatives	\$400.00	\$1,600.00	-\$1,200.00
		Mini community field trips to Museums, historical sites and human rights settings	\$0.00	\$1,200.00	-\$1,200.00
		SNACK VAULT: Assorted snack, & beverage items that can be stored for future meetings especially to motivate students to participate. Snack Vault for High School Club Affiliates during meetings, events or presentations.	\$600.00	\$1,200.00	-\$600.00
		Support with coordinating frequent communication between the Human Rights Club(s), the Youth Commission and the CHR. Especially for survey, feedback and engagement connection	\$0.00	\$0.00	\$0.00
September 2024 - June 2025	2-4 Field Trips- Potential options: EarthSEED, Museums, TedxSonoma event, Historical Sites, State Capitol or Educational/Community Spaces. Field Trip group includes 18-20 students (Youth Commissioners, Junior Commission on the Status of Women or eligible High School club affiliates) and about 6-8 Chaperones (CHR members, Youth Commission Mentors/Liaisons, Educators, Community Guide or County Staff)	Admission	\$700.00	\$1,100.00	-\$400.00
		Earthseed Field Trip Reservation & Deposit Fee	\$200.00	\$200.00	\$0.00
		Lunch and Snacks	\$900.00	\$1,400.00	-\$500.00
		Youth Commissioner (and potentially relevant High School Human Rights Club members): Transportation: Ferry rides, SMART train, bus and/or mentors driving students to field trip locations to pick up location/home	\$300.00	\$350.00	-\$50.00
March 2025 - June 2025	Overnight Field Trip to Sacramento State Capitol & Human Rights Related Museums (Saturday - Sunday)	Admission for Museums, and local learning opportunities (30 people total: 22 students total, 15-18 Youth Commissioners, AND qualified High School students enrolled in an eligible Human Rights/Social Justice club and 8 adult chaperones.)	\$0.00	\$1,000.00	-\$1,000.00
		Hotel, Fees and Deposit (Accomodations x 30 people near Capitol Museum in Sacramento)	\$0.00	\$3,700.00	-\$3,700.00
		Student transportation (Roundtrip Santa Rosa to Sacramento. 30 people total, 246 miles x 3 vehicles/rent county van at max at .71 cents per mile )	\$0.00	\$900.00	-\$900.00
		Youth Commissioner/Student Participant Memorabilia at a Museum to Celebrate Human Rights such as Civil Rights Icons, Progressive Movements, Artistic Activism and more (22 students x \$20 plus taxes)	\$0.00	\$600.00	-\$600.00
		Food, beverages, snacks, desserts (2 days x 3 meals x 30 people/ \$20 per person plus taxes and potential gratuity/service fees)	\$0.00	\$4,000.00	-\$4,000.00
February 2024- June 2025	Outreach & Recruitment	Emails to school principals, counselors, family spaces ( ELAC, PTA, Family Resource Center, Parent Square), & Community Orgs (NAACP, Los Cien, LSP, PPSC Mentor Me, CHOPS Teen Club); Districts. buy ads for Youth Commission projects and recruitment	\$0.00	\$120.00	-\$120.00
		Provide introductory human rights oriented special events and workshops to promote education and activism for students in Sonoma County. <b>We will host a total of 6 community workshops open to 7th-12th graders:</b> at least 3 workshops for students in Sonoma County high schools that are not represented on the Youth Commission, 2 workshops at high schools where Youth Commissioners attend and can lead the workshop, 1 community event for upcoming 9th graders/current middle schoolers, and 2 events which invite all high school students in the community, with priority access to leadership & participation opportunities for Youth Commissioners, Junior Commission on Status of Women and High School Club Affiliates. <b>Fees for space reservation and misc items for the event (promo, brochures, books, etc.)</b>	\$0.00	\$300.00	-\$300.00
		Purchase Specific Youth Commission on Human Rights Water Bottles, t-shirts, or other promo for community events, High School Club Affiliates and meetings	\$0.00	\$1,500.00	-\$1,500.00
		Current Participants on the Youth Commission and High School Affiliated Clubs to conduct outreach at their respective schools (Student Gov't, Morning Announcements, Student Clubs, Senior Projects)	\$0.00	\$0.00	\$0.00
		June: Final Decisions; Send Orientation via Mail, Postage & Cards. Send thank you notes to relevant guest speakers and students who participated at our events	\$0.00	\$200.00	-\$200.00
May	2 End of Year Celebrations: 1 specifically for Youth Commissioners and another for Youth Commissioners, Junior CSW, and members of High School Human Rights Clubs (Utilize leftover funds to buy gifts, food, beverages and misc. items.)	Food, beverages, and desserts for End Of Year Celebration. Money leftover from general fund can be used this day	\$160.00	\$350.00	-\$190.00
		Certificates (from Board of Supervisors & Congressman Huffman)	\$0.00	\$0.00	\$0.00
		Graduation stole with appropriate grad date for Youth Commissioners and Youth Commission on Human Rights affiliate high school club presidents/participants (\$660 = \$33 x 30)	\$0.00	\$990.00	-\$990.00
		Student Appreciation Gift for Youth Commissioners and bulk promo item/gift for High School Club Affiliates (Plus whatever money leftover from our budget at the end of the fiscal year)	\$0.00	\$500.00	-\$500.00
		General Fund: meeting location fees, materials that Community Events/Youth Commission/High School Human Rights Clubs may need (Markers, Giant Post-It Pads, Post-Its, Index Cards, UDHR Booklets, Printing, Software Purchase, Ad Hoc Project Prep items & More)	\$150.00	\$610.00	-\$460.00
<b>Total</b>			<b>\$7,850.00</b>	<b>\$32,850.00</b>	<b>-\$25,000.00</b>
			<b>Total needed</b>	<b>-\$25,000.00</b>	
Amount Requested Per District					\$5,000.00

## **SONOMA COUNTY COMMISSION ON HUMAN RIGHTS**

**Name of the ad hoc: Sonoma County Human Rights Visibility Project**

**Project: Sonoma County Human Rights Visibility Project**

The Sonoma County Human Rights Visibility Project is a comprehensive initiative designed to amplify the impact and reach of the Sonoma County Commission on Human Rights. This multi-phase endeavor aims to modernize the Commission's digital presence, enhance community engagement, and leverage technology to address human rights concerns more effectively.

**Key components of the project include:**

- 1. A dynamic, user-friendly website with an integrated reporting system**
- 2. Geolocation-enabled QR codes for efficient, location-specific incident reporting**
- 3. Advanced collaboration tools to streamline the Commission's operations**
- 4. A comprehensive resource database to support individuals reporting violations**
- 5. District-level mapping of reported incidents for targeted interventions**
- 6. Streamlined reporting channels to appropriate authorities**
- 7. Enhanced accessibility to resources and programs for those in need**
- 8. Robust social media presence and strategy**
- 9. AI-driven analysis for identifying trends and generating actionable insights**

**By implementing these innovative tools and strategies, the project seeks to:**

- Increase visibility of human rights issues in Sonoma County**
- Foster stronger community partnerships**
- Improve accessibility for underserved areas**
- Provide a more effective response to human rights concerns**
- Facilitate easier reporting to relevant authorities**
- Enhance access to vital resources and programs for vulnerable populations**
- Expand reach and engagement through strategic social media use**

**The Sonoma County Human Rights Visibility Project aims to create a more just and equitable community by facilitating easier reporting, increasing awareness, and enabling data-informed action.**



A key focus is on making the reporting process to appropriate authorities more accessible and ensuring that resources and programs are readily available to those in need.

The addition of a robust social media strategy will significantly enhance the project's visibility and community engagement. By leveraging popular social media platforms, the Commission can:

- Share real-time updates on human rights issues
- Educate the public about their rights and available resources
- Engage with community members and gather feedback
- Promote events and initiatives
- Collaborate with other organizations and influencers to amplify their message

This enhanced social media presence will complement the other digital tools, creating a comprehensive online ecosystem that supports the Commission's goals. The inclusion of AI-driven analysis will further enhance the project's long-term impact by identifying trends and generating actionable insights, allowing for more targeted and effective interventions. This initiative represents a significant step forward in the Commission's efforts to protect and promote human rights across Sonoma County, emphasizing both immediate support and long-term strategic planning based on data-driven insights and community engagement.

Ad Hoc committee members:

- Andrew LeMarQuand – Committee Chair
- Sadie Ferguson – Committee Co-chair
- Mason Koski – Committee Member
- Liz Cruz – Committee Member

TIMELINE/ DATE	OBJECTIVE/GOAL	ACTIONS	ASSIGNED TO	BUDGET
SEP 2024	Secure Domain Name SonomaCountyHumanRights.org	<a href="#">Purchase Domain</a>	Andrew + Meira	\$20 per year
SEP 2024	Establish New Website	<a href="#">Create WIX Website</a>	Sadie + Andrew	\$360 per year
SEP 2024	Establish Social Media Accounts	Create Facebook Create Nextdoor Create LinkedIn Create Instagram Create Twitter Create YouTube Create TikTok	Mason + Meira	\$0

SEPT 2024	Digital Collaboration Capability	<a href="#">Create Google WS</a>	Meira + Andrew	\$1080 per year
SEPT 2024	Digital Collaboration Capability	Renew Canva x3 users	Liz + Meira	\$300 per year
SEPT 2024	Set up reporting system	<a href="#">Create Typeform</a>	Andrew + Liz	\$600 per year
OCT 2024	Create social media calendar	<a href="#">Create Later Account</a>	Mason + Liz	\$360 per year
NOV 2024	Develop geolocation QR codes	<a href="#">Create allgeo Account</a>	Sadie + Andrew	\$240 per year
DEC 2024	Create T-shirts, posters, stickers	Interactive Outreach	Liz + Mason	\$1040
JAN 2025	Engage local school clubs	Build Partnerships	Liz + Mason	\$0
FEB 2025	Engage local organizations	Build Partnerships	Andrew + Sadie	\$0
MAR 2025	Compile/categorize resources	Searchable Database	TBD	\$0
APR 2025	Partnerships with authorities	Reporting Protocols	Andrew + Sadie	\$0
MAY 2025	Integrate Google Earth Pro	<a href="#">Create Google Earth</a>	Andrew + Sadie	\$0
JUN 2025	Analyze project impact	Gather feedback	All	\$0
JULY 2025	Implement Recommendations	Make adjustments	All	\$0
AUGUST 2025	Research AI enabled tools	visualization/ analysis	Sadie + Andrew	\$0
TOTAL BUDGET:				\$4000

## COMMISSION ON HUMAN RIGHTS – YOUTH COMMISSION ON HR WORK PLAN

**Name of ad hoc:** A.P.T (Adult Prom Team)

**Description of ad hoc:** Partnering with Sonoma Pride to create an adult LGBTQIA2S+ Prom  
 “The Prom We Always Wanted”

**Ad Hoc Committee Members:** Phillips, Cruz

TIMELINE	OBJECTIVE	ACTIONS	ASSIGNED TO	BUDGET
September 2024 - December 2024	Book Venue	<ul style="list-style-type: none"> <li>★ Make a list of accessible locations in Sonoma County</li> <li>★ Audition Venues</li> <li>★ Secure proper permits or licenses for event</li> </ul>	Phillips Cruz Grace V.	\$0
February 2025	Finalize Details for Event	<ul style="list-style-type: none"> <li>★ Order promotional “swag” to promote the event</li> <li>★ Book band/dj’s</li> <li>★ Potential photo booth</li> <li>★ Games or Activities</li> <li>★ Snacks, Refreshments and Misc Items</li> <li>★ Any event decorations, lights, speakers, tables, chairs, or items we may need to the day of the “Adult Prom”</li> </ul>	Phillips Cruz	\$1000
March 2025	Begin to Promote	<ul style="list-style-type: none"> <li>★ Outreach flyers, radio ads, newspaper ads, local networking and invitations to promote event</li> <li>★ Create outreach flyers, promo items or scripts to boost public knowledge about the “Adult Prom”</li> </ul>	Phillips Cruz Grace V.	\$0
April 1, 2025	Ticket Sales	<ul style="list-style-type: none"> <li>★ Online ticket sales go live on Eventbrite or another platform</li> <li>★ Ticket sales will go to ??????</li> <li>★ Continue to promote event</li> </ul>	Phillips Cruz Grace V.	\$0
May 2025	Continue Outreach	<ul style="list-style-type: none"> <li>★ Table with Sonoma Pride to promote the event at least twice in the community</li> <li>★ Give out promo content and more info during tabling events</li> <li>★ Find volunteers to assist the day of the event to set-up/clean-up, check tickets, etc.</li> </ul>	Phillips Cruz Grace V.	\$0
Possibly May 10, 2025	Adult Prom!!	<ul style="list-style-type: none"> <li>★ Dance, listen to music, indulge in snacks/refreshments, and more!</li> <li>★ Live, laugh and love</li> <li>★ Create and deepen community bonds</li> </ul>	Everyone	\$0
May 31st, 2025	Sonoma County Pride	<ul style="list-style-type: none"> <li>★ Pride celebration in downtown Santa Rosa!</li> </ul>	Everyone	\$0
			Total Funds Requested	\$1,000

## COMMISSION ON HUMAN RIGHTS – WORK PLAN TEMPLATE

**Name of the ad hoc:** Committee on Disability Justice

**Description of the project/ad hoc:** The Committee on Disability Justice will address essential needs for residents of Sonoma County living with disabilities, particularly those experiencing hardship due to limited institutional accommodations (such as in special education and disability resources programs) and looming public health issues. In this capacity, the Committee will advocate for health and disability-conscious policy to the Board of Supervisors. The Committee will also see to the provision of basic resources such as quality masks and print literature in designated public spaces to raise public awareness around disability justice and public health issues- particularly gaps in public knowledge surrounding long COVID. Where appropriate, the Committee will interface with other aspects of the Commission on Human Rights to best address intersectional issues. Lastly, the Committee will document and compile a list of suggestions

**Ad Hoc committee members:** Cecilia Sofranko, Howard Sapper, Trevor Merrell

TIMELINE/ DATE	OBJECTIVE/GOAL	ACTIONS	ASSIGNED TO	BUDGET
Q3 2024	Identify potential changes in CHR policies and procedures to better promote internal accessibility and inclusivity for people with disabilities.	-Propose masking requirement for indoor commission meetings -Develop a plan for commissioner education on disability issues, including through existing county resources	Merrell, Sofranko	\$0
Q3 2024	Establish communication with members of the public so that the committee’s work can best be informed by the lived experiences of community members.	-Open designated timeslot(s) for public comment during a commission meeting for community members to share their input and experiences related to disability resources and accommodations in Sonoma County schools -Promote these opportunities to the public using commission social media, website, and community partners. -Consider local town hall meetings/listening sessions that are privately	Merrell, Sapper	\$0

		available and accessible to students so they can directly share concerns.		
Q3 2024	Reestablish protective guidelines in healthcare facilities.	-Appeal to the BOS about passing a recommendation to the county health officer about mask mandates in healthcare facilities.	Sofranko	\$0
Q3 2024	Attain access for relevant public data, including county resources and through direct contacts with trustees and administrators.	-Contact public and private resources such as SCOE and district trustees to access and analyze available data.	Sapper, Merrell	\$0
Q4 2024 - Q1 2025	Reduce the transmission and incidence of viral illness, especially COVID-19, by expanding convenient access to quality masks and informative literature on the topic of respiratory justice/public health.	-Select multiple appealing styles of N95/KN95 masks with varying fit options, in affordable bulk amounts -Create pamphlet of most crucial COVID-19 information to be printed and attached to masks -Distribute masks & pamphlets to venues where they will be most effective	Merrell, Sofranko	\$1,512 for ~1,500 masks, \$288 for bulk B&W printing of 1000+ pages
Q1 2025 - Q2 2025	Use synthesized data and shared lived experiences from community members (with their permission) to construct a proposal for potential policy changes.	-Compile document with the most relevant data pertaining to these schools and programs. -Use the data and feedback we've received to compose a list policy suggestions for local leaders to adopt. -If necessary and if approved by students/families, conduct interviews with local leaders and school administrators to address imminent or particularly egregious failures of the systems in their charge. Refer for more detailed investigation if needed.	Sapper, Merrell	\$0
	Assess progress and feedback	-Survey recipient sites for	Sapper, Merrell,	\$0

Q2 2025	of the ad hoc's work thus far.	masks/literature and public school stakeholders to measure success of programs. -Propose adjustments and further action as needed.	Sofranko	
Q3 2025 - Q4 2025	Form policy recommendation(s) to Board of Supervisors.	-Develop report to summarize results and deliberate on what was done well/what should have been done differently. -Communicate further opportunities for the Commission to support disability justice and people with disabilities in the future. -Report findings of committee in detail to CHR. -Utilize results from year-end to draft recommendations for presentation to the Board of Supervisors.	Sapper, Merrell, Sofranko	\$0
			<b>TOTAL</b>	<b>\$1,800</b>