

## **CITY OF KIRKWOOD HUMAN RIGHTS COMMISSION STRATEGIC PLAN**

**DATE 2/13/18**

**REVISED & APPROVED 8/14/18**

### **Vision:**

To become a more trusted, visible and effective human rights advocate, become a more active and responsive servant and leader in the community addressing issues of discrimination and bias, and serve as a point of contact and resource for the Kirkwood community.

### **Mission:**

To promote and celebrate the values of diversity and the elimination of discrimination and bias based on economic status, race, color, religion, gender, national origin, ancestry, marital status, physical or mental disability, familial status, sexual orientation, and gender identity; provide assistance in resolving citizen complaints; promote positive human relations and 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 outlets, and other groups to more effectively promote human rights and social justice in Kirkwood.**
- C. Reach out to neighboring municipalities to explore ways we can complement or collaborate in addressing human rights/social justice issues.**
- D. Ensure Commissioners participate in KHRC related training experiences.**
- E. Prepare a quarterly cumulative report of activities of KHRC, approve and submit an Annual Report to the City Council, and present at an open City Council meeting.**
- F. The Diverse-Abilities Subcommittee is hereby formed to collaborate with the City of Kirkwood in updating the ADA & Support Services Website and implementing the Disabilities Survey Report & Recommendation (survey) to the City of Kirkwood 2016, and other initiatives as approved by the KHRC.**
- G. This strategic plan is to be reviewed and updated every three years at a minimum or as needed. The KHRC will meet annually to determine its annual priorities for the year and update the strategic plan as needed.**



- H. Continue development of the KHRC Quarterly Police Report addressing Police Department demographics, training, complaints, traffic stops, and additional topics as appropriate.**
- I. Collaborate with the Kirkwood R-7 School District supporting its response to the student Achievement and Discipline Gap.**



Strategies	Responsibility	Timeline/Progress
<p><b>A. Monitor and review communication resources.</b></p> <ol style="list-style-type: none"> <li>1. Maintain and enhance the KHRC Facebook page. Contact the city's Public Information Officer and the WKT as appropriate regarding upcoming events and other communications. Report quarterly to the KHRC.</li> <li>2. Review need to revise the KRHC brochure, utility insert and other related KHRC literature. Report semi-annually to the KHRC.</li> <li>3. Receive and monitor reports of the city's Neighborhood Caretaker Alert Form from all locations. Receive and review copies from the city's Chief Administrative Officer. Develop new forms of reporting as necessary. Report quarterly to the KHRC.</li> <li>4. Develop a list of community resources for human rights and social justice issues. Update as necessary. Report quarterly to the KHRC.</li> </ol>	<ol style="list-style-type: none"> <li>1. J. Moticka, A. Sher</li> <li>2. J. Lewis, (vacant)</li> <li>3. J. Moticka, R. Wallace</li> <li>4. R. Boyd, J. Moticka, A. Sher</li> </ol>	<ol style="list-style-type: none"> <li>1. Jan., Apr., Jul., Oct.</li> <li>2. Jun., Dec.</li> <li>3. Apr., Jul., Oct., Jan.</li> <li>4. Jan., Apr., Jul., Oct.</li> </ol>
<p><b>B. Build collaborative relationships with community-based organizations, faith communities, media outlets, and other groups to more effectively promote human rights and social justice in Kirkwood.</b></p> <ol style="list-style-type: none"> <li>1. Promote involvement with organizations that address human rights issues. Report activities and initiatives of these groups as they address discrimination and bias. Recommend inviting members of these groups to attend KHRC meetings and share their activity initiatives and agenda (some are listed in Exhibit A). Recommend guest speakers to KHRC meetings to present relevant information. Report quarterly to KHRC.</li> <li>2. Participate in city, police and/or neighborhood events throughout</li> </ol>	<ol style="list-style-type: none"> <li>1. G. Morrison, W. Winter, (vacant)</li> <li>2. G. Morrison,</li> </ol>	<ol style="list-style-type: none"> <li>1. Jan., Apr., Jul., Oct.</li> <li>2. Feb., May, Aug., Nov.</li> </ol>



<p>Kirkwood i.e. Hot Dog Dayz of Summer, Pancake Supper, KHS, Greentree Festival, and the Special Olympics. Report quarterly to KHRC.</p> <ol style="list-style-type: none"> <li>3. Form ad hoc committees to research human rights initiatives as needed (see Exhibit C). Report semi-annually to the KHRC.</li> <li>4. Engage the Kirkwood youth community through initiatives with the KHS's principal's administrative team. KHS Social Justice Club, Annual Essay Contest, Art Exhibit, MLK Celebration, and other appropriate activities. Review the KHS Calendar of Events. Report quarterly to the KHRC.</li> <li>5. Solicit public recognition of an individual who has made significant contributions to the Kirkwood community in human rights/social justice issues. Review and follow the Awards Procedure. Report semi-annually to the KHRC.</li> <li>6. 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 success. Present a forum for the public. Form an ad hoc committee. Report quarterly to the KHRC.</li> </ol>	<p>W. Winter</p> <ol style="list-style-type: none"> <li>3. J. Lewis, R. Wallace</li> <li>4. R. Boyd, J. Moticka, R. Wallace, William Winter</li> <li>5. G. Morrison, A. Sher</li> <li>6. J. Lewis, (vacant)</li> </ol>	<ol style="list-style-type: none"> <li>3. Jan., Jul.</li> <li>4. Mar., Jun., Sept., Dec.</li> <li>5. Mar., Sept.</li> <li>6. Jan., Apr., Jul., Oct.</li> </ol>
<p><b>C. Reach out to neighboring municipalities explore ways we can complement or collaborate in addressing human rights/social justice issues.</b></p> <ol style="list-style-type: none"> <li>1. Initiate contacts and set up initial meetings. Report semi-annually to KHRC.</li> </ol>	<ol style="list-style-type: none"> <li>1. R. Boyd, D. Hart, W. Winter, (vacant)</li> </ol>	<ol style="list-style-type: none"> <li>1. Apr., Dec.</li> </ol>
<p><b>D. Ensure Commissioners participate in KHRC related training experiences.</b></p> <ol style="list-style-type: none"> <li>1. Participate in city sponsored training regarding commissioner duties and responsibilities. Report annually to the KHRC.</li> <li>2. Report on other groups, forums,</li> </ol>	<ol style="list-style-type: none"> <li>1. G. Morrison, (vacant)</li> <li>2. J. Lewis, W.</li> </ol>	<ol style="list-style-type: none"> <li>1. Jun.</li> <li>2. Jan., Apr.,</li> </ol>





<p>workshops, seminars or speakers addressing human rights and social justice issues. Report quarterly to KHRC.</p> <p>3. Attend Missouri Commission on Human Rights annual workshop and/or conferences. Report annually to the KHRC.</p>	<p>Winter</p> <p>3. D. Hart &amp; KHRC representative</p>	<p>Jul., Oct.</p> <p>3. Nov.</p>
<p><b>E. Prepare a quarterly cumulative report of activities of the KHRC, approve and submit an Annual Report to the City Council, and present at an open City Council meeting.</b></p> <ol style="list-style-type: none"> <li>1. First Quarter Report to the KHRC.</li> <li>2. Second Quarter Report to KHRC.</li> <li>3. Third Quarter Report to KHRC.</li> <li>4. Submit draft of Annual Report to the KHRC for review in December.</li> <li>5. Approve draft of Annual Report in January.</li> <li>6. Submit the KHRC approved Annual Report to the City Council at its earliest meeting.</li> <li>7. Present the approved Annual Report to the KHRC at its March meeting.</li> </ol>	<p>R. Boyd, D. Hart, A. Sher</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. 2019</li> <li>6. Feb. 2019</li> <li>7. Mar. 2019</li> </ol>
<p><b>F. Collaborate with the City of Kirkwood in updating the ADA and Support Services Website and implementing the Disabilities Survey Report &amp; Recommendation (survey) to the City of Kirkwood 2016.</b></p> <ol style="list-style-type: none"> <li>1. Work with the Chief Administrative Officer and City Council Liaison to promote attention to addressing: Transportation/Movement, Employment and Housing recommendations from the survey.</li> <li>2. Collaborate with the City of Kirkwood's Public Information Officer in updating the ADA &amp; Support Services website tab to create a user-friendly index of <b>support service contacts addressing point four of the survey. Report quarterly to the KHRC.</b></li> </ol>	<p>R. Boyd, D. Hart, J. Lewis, R. Wallace &amp; Disabilities Subcommittee non-commissioner members. See Exhibit B.</p>	<ol style="list-style-type: none"> <li>1. Apr.</li> <li>2. Jul.</li> <li>3. Oct.</li> <li>4. Jan. 2019</li> </ol>



<p><b>G. This Strategic Plan is to be reviewed and updated formally every three years at a minimum, or as needed. The KHRC will meet annually to determine its annual priorities for the year and update the Strategic Plan as needed.</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 and/or annual priorities.</li> <li>4. Submit updated plan and/or its annual priorities to the City Council.</li> </ol>	<ol style="list-style-type: none"> <li>1. D. Hart, A. Sher</li> </ol>	<ol style="list-style-type: none"> <li>1. Dec.</li> <li>2. Jan.</li> <li>3. Feb.</li> <li>4. Mar.</li> </ol>
<p><b>H. Continue development of the KHRC Quarterly Police Report addressing Police Department demographics, training, complaints, traffic stops, and additional topics as appropriate.</b></p> <ol style="list-style-type: none"> <li>1. Meet regularly with the Police Chief and his senior staff.</li> <li>2. Work with the Police Chief's administrative assistant in preparing the Quarterly Police Report. Report quarterly to the KHRC.</li> </ol>	<ol style="list-style-type: none"> <li>1. D. Hart, G. Morrison, R. Wallace</li> </ol>	<ol style="list-style-type: none"> <li>1. Jan., Apr. Jul, Oct.</li> <li>2. Apr. Jul., Oct., Jan. 2019</li> </ol>
<p><b>I. Collaborate with the Kirkwood R-7 School District supporting its response to the student Achievement and Discipline Gap.</b></p> <ol style="list-style-type: none"> <li>1. Stay engaged with the KSD Superintendent regarding the KHRC's desire to be supportive and active in the effort to close the student Achievement and Discipline Gap. Report quarterly to the KHRC.</li> </ol>	<p>R. Boyd, J. Moticka, R. Wallace</p>	<ol style="list-style-type: none"> <li>1. Apr., Jul, Oct., Jan. 2019</li> </ol>

**Exhibit A:** The following organizations are those where Commissioners participate. The Commissioners named will provide activity quarterly to the KHRC: Jan., Apr., Jul., Oct.

**Organization**

**Commissioners**

- |  |             |
|--|-------------|
| Meacham Park Neighborhood Improvement Association (MNIA) | W. Winter   |
| Missouri Commission on Human Rights (MCHR)               | D. Hart     |
| Assembly Series (Washington University)                  | A. Sher     |
| Alliance for Interracial Dignity                         | G. Morrison |
| St. Louis Metropolitan Congregations United              | G. Morrison |
| Bridges to Racial Understanding                          | R. Boyd     |



**Exhibit B: KHRC Subcommittee names and list of participants:**

Diverse-Abilities Subcommittee, see "F" above.

Commissioners: R. Boyd, D. Hart, J. Lewis

Non-Commissioners: Anne Carroll, John Hoffman, Brandie Martine, Douglas Riggs

**Exhibit C: KHRC Ad Hoc Committee Names and List of Participants:**

Ad Hoc Committee Greentree Festival 2018

Commissioners: G. Morrison

Ad Hoc Committee Art Exhibit 2018

Commissioners: J. Moticka

