



**CITY OF SOMERVILLE
RACIAL AND SOCIAL JUSTICE DEPARTMENT**

SOMERVILLE HUMAN RIGHTS COMMISSION | Rights Violations Subcommittee

Wednesday, January 21, 2026 | Start time: 7:00 pm (Virtual Meeting)

Pursuant to Chapter 2 of the Acts of 2025, this meeting of the Somerville Human Rights Commission, may be conducted via remote participation. We will post an audio recording, audio video recording, transcript, or other comprehensive record of these proceedings as soon as possible after the meeting on the City of Somerville website and local cable access government channels.

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AGENDA

1) Call to Order

- a) Roll Call and Confirm quorum

2) Review and Approval of Previous Minutes

- a) December 21, 2025 meeting minutes
 - i) Vote to approve

3) OLD BUSINESS

- a) **Subcommittee Scope, Mandate, and Authority**
 - i) Confirm what constitutes a rights violation
 - ii) Clarify intake, triage, referral, and advocacy responsibilities

- b) **Internal Operations Infrastructure**
 - i) Review shared knowledge base / updates from RSJ, if any.
 - ii) Communication norms and tools for continuity / updates from RSJ, if any.

4) NEW BUSINESS

- a) **Intake & Being “In the Loop”**
 - i) Review current RSJ complaint reporting system
 - (1) Draft ideal intake and triage workflow etc.
 - ii) Confirm subcommittee notification protocol, what information is obtained.

- b) **External Visibility & Public Awareness**
 - i) Identify 2 or 3 concrete visibility actions for the quarter.

- c) **Political Integration: Mayor & City Council**
 - i) Draft expressed goals for subcommittee in anticipation of meeting with Mayor & CC.
 - ii) Discuss arrangements/scheduling meetings with Mayor and City Councilors.

- d) **First-Quarter Deliverables**
 - i) Draft framework outlining subcommittee role (for HRC)
 - ii) Draft a Somerville Declaration of Human Rights (for HRC and broader government)
 - iii) Build department contact map / database of SPOCs within each.

- e) **Immediate Action Items & Assignments**
 - i) Draft summary for January HRC meeting with actionable items.

5) 6. FUTURE AGENDA ITEMS

- a) Briefly identify topics for future meetings, no discussion or deliberation.



6) Adjournment

Next meeting: Tentatively scheduled for 7:00pm Wednesday, February 18, 2026

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