



Human Rights Commission Meeting

Monday, September 22, 2025 at 12:00 PM

Agenda

ACCESS INFORMATION:

- A. This meeting will be held on Monday, September 22, 2025 at 12:00 PM. Location: ZOOM ONLY
 - B. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/82881469913>
 - C. Public may comment through email: dnewton@watertown-ma.gov
 - D. Please visit the Human Rights Commission website here: <https://www.watertown-ma.gov/1195/Human-Rights-Commission>
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- 1. Call to Order
- 2. Roll Call
- 3. Discussion
 - A. Edits to the Human Rights Commission's complaint form and process with the goal of making both more accessible to the general public
 - B. Human Rights Commission Website Page
- 4. Public Comment
- 5. Adjournment

Watertown Human Rights Commission Complaint Form

Name: _____ Date: _____ Pronouns: _____ Address: _____ Telephone number: _____ <i>Please note that the Commission cannot guarantee complete confidentiality of those submitting complaints. If you prefer to remain anonymous, please indicate that preference.</i> ☐ I prefer to remain anonymous	
<i>The complaint is directed at:</i> ☐ A government actor or institution ☐ Another private individual	If possible, please name, address and phone number of the party against which the complaint is brought: _____ _____ _____
If a complaint is based on discrimination, indicate the basis: ☐ Race ☐ Color ☐ Ancestry ☐ National origin ☐ Sex ☐ Sexual Orientation ☐ Gender Identity or expression ☐ Citizenship ☐ Age ☐ Religion ☐ Disability ☐ Health Status ☐ Marital or familial status ☐ Military or veteran status ☐ Socioeconomic status ☐ Ex-offender status ☐ Genetic and/or “protected class” status. ☐ Other _____	<i>Category of Local Affairs Related to Complaint</i> (more than one box may be checked): ☐ Housing ☐ Employment ☐ Education ☐ Public Accommodation ☐ Access to City Services ☐ Insurance Credit ☐ Banking ☐ Health Care ☐ Other: _____
Please briefly describe the facts leading to your complaint: 	

What, if any, steps have you taken to resolve this issue or dispute:

What, if anything, do you hope will happen to resolve your concern/complaint?

**Please note that the WHRC, per Watertown City Council Ordinance 0-2023-66, does not have the power to resolve disputes, but it can help direct individuals to the appropriate people and/or agencies to assist with any situation that implicates protected human rights. The WHRC may also generate general reports and recommendations based on complaints/concerns filed through this form.*

If not filed anonymously, when would you be available to meet with a subcommittee of the WHRC?

Reserved for inter-office notation

Form Received: _____

Confirmation of receipt communicated on: _____

Meeting scheduled for: _____

Any Follow-up action taken:

9/4/25

Suggested changes to HRC complaint form:

1. Please note that the Commission cannot guarantee complete confidentiality of those submitting complaints. If you prefer to remain anonymous, please indicate that preference.

Change to: "The Human Rights Commission cannot guarantee your confidentiality. If you want to be anonymous, please check the box below."

2. [BOX] I prefer to remain anonymous

Change to: "I want to be anonymous."

3. The complaint is directed at:

Change to: "Who is this complaint against?"

4. [BOX] A government actor or institution
[BOX] Another private individual

Change to: [BOX] "An organization (ex. government office, corporation, etc.)"
[BOX] "An individual person"

5. If possible, please name, address and phone number of the party against which the complaint is brought:

Change to: "If possible, please provide the name, address and phone number of the organization or person this complaint is about."

6. If a complaint is based on discrimination, indicate the basis:

Change to: "If you believe you were discriminated against, tell us how:"

7. Category of local affairs related to complaint:

Change to: "What was the setting where this happened?"

8. Please briefly describe the facts leading to your complaint:

Change to: "Please briefly tell us what happened."

9. What, if any, steps have you taken to resolve this issue or dispute:

Change to: "Have you taken any steps to resolve this? If yes, what steps?"