



MINUTES OF A REGULAR MEETING

URBANA HUMAN RELATIONS COMMISSION

DATE: Wednesday, July 13, 2016

TIME: 5:30 p.m.

PLACE: Urbana City Council Chambers
Urbana City Building
400 South Vine Street
Urbana, Illinois 61801

MEMBERS PRESENT: Frances Rigberg Baker, Carol Bradford, Stacie Burnett, Samuel Byndom, Daniel Larson, Lisa Mosley, Katalyna Thomas

MEMBERS NOT PRESENT: Peter Resnick, Aisha Lamb Sobh

STAFF PRESENT: Alex Bautista

1. CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM

- a. Chair Larson called this meeting of the Urbana Human Relations Commission to order at 5:37 p.m. Roll was taken. A quorum was present.

2. APPROVAL OF AGENDA

- a. Mr. Byndom made a motion that the Commission approve the agenda as presented. Ms. Mosley seconded the motion. Chair Larson called for a voice vote. All were in favor. The amended motion carried unanimously; the agenda was approved as presented.

3. APPROVAL OF MINUTES

- a. June 8, 2016 Meeting
 - i. Ms. Mosley made a motion that the Commission approve the draft minutes of the June 8, 2016 meeting. Ms. Burnett seconded the motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously; the draft minutes were approved as presented.

4. PUBLIC PARTICIPATION

- a. There was none.

5. OLD BUSINESS

- a. There was none.

6. NEW BUSINESS

- a. Committee Reports
 - i. Community Relations Committee

1. Ms. Mosley and Ms. Rigberg Baker reported to the Commission regarding recent Community Relations Committee activities. Discussion followed.
- ii. Criminal Justice Committee
 1. Mr. Byndom and Chair Larson reported to the Commission on recent Criminal Justice Committee activities. Discussion followed.
- iii. Ordinance Enforcement Committee
 1. Mr. Bautista briefly updated the Commission on recent Ordinance Enforcement Committee activities, noting that a meeting including himself, Ms. Thomas and Mr. Resnick was to be scheduled within the two weeks following this meeting.
- iv. Training & Development Committee
 1. Mr. Bautista briefly updated the Commission on recent Training & Development Committee activities, noting that a meeting including himself, Ms. Bradford and Mr. Byndom was to be scheduled within the two weeks following this meeting.

7. STAFF REPORT

- a. Approval of EEO Workforce Statistics
 - i. The EEO Workforce Statistics were reviewed and staff recommendations for approval were as follows:
 1. Carle Foundation
 - a. Recommend 1 year
 2. Davis-Houk Mechanical, Inc.
 - a. Recommend 6 months
 3. Banner Fire Equipment, Inc.
 - a. Recommend 2 years
 4. Coe Equipment, Inc.
 - a. Recommend 2 years
 5. Crawford Murphy & Tilly
 - a. Recommend 1 year
 6. Health Alliance Medical Plans
 - a. Recommend 1 year

Mr. Bautista gave a brief presentation to the Commission regarding the workforce statistics for each new contractor/vendor. Due to his social familiarity with one of the owners of Davis-Houk Mechanical, Inc., Chair Larson recused himself from discussion and voting on the certification of the same. Comments and questions from the Commission were addressed by Mr. Bautista. Ms. Mosley made a motion that the Commission approve Carle Foundation for one year and Davis-Houk Mechanical, Inc. for six months. Ms. Rigberg Baker seconded the motion. Discussion followed.

Ms. Mosley proposed an amendment to the motion on the floor: that the Commission approve Davis-Houk Mechanical, Inc. for one year. Discussion followed. Ms. Rigberg Baker seconded the amended motion. Chair Larson called for a voice vote. All were in favor. The amended motion carried unanimously.

Mr. Bautista gave a brief presentation to the Commission regarding the workforce statistics for each renewing contractor/vendor. Comments and questions from the Commission were addressed by Mr. Bautista. Ms. Rigberg Baker made a motion that the Commission approve Banner Fire Equipment, Inc. for two years; Coe Equipment, Inc. for two years; Crawford Murphy & Tilly for one year; and Health Alliance Medical Plans for one year. Ms. Mosley seconded

the motion. Discussion followed. Comments and questions from the Commission were addressed by Mr. Bautista during the course of discussion. Pursuant to discussion, Mr. Bautista withdrew the staff recommendation of two years, replacing the same with a recommendation of one year. Ms. Rigberg Baker amended the motion on the floor to reflect this change in staff recommendation. Ms. Mosley seconded the amended motion. Chair Larson called for a voice vote. All were in favor. The amended motion carried unanimously.

- b.** HRO Activity Report
 - i.** There was none. Mr. Bautista noted that a new electronic information tracking system was in progress.
- c.** Budget Report
 - i.** Mr. Weck presented the Commission with the budget report.

8. ANNOUNCEMENTS

- a.** Mr. Bautista announced that he and Ms. Burnett had recently attended the Police Training Institute's Citizen's Police Academy.

9. ADJOURNMENT

- a.** There being no further business to come before the Commission, Chair Larson declared the meeting to be adjourned at 6:18 p.m.

Respectfully submitted,

Tony Weck
Recording Secretary