

**URBANA HUMAN RELATIONS COMMISSION
MINUTES
June 11, 2003**

MEMBERS PRESENT: Carl Reisman, Turhan Peacock, Cope Cumpston, Marion Knight, Ivon Ridgeway

MEMBERS ABSENT: Tatiana Camargo-Schrader, Ralph Langenheim, Lester Pritchard, Lisa Mosely

STAFF PRESENT: Vacellia Clark

OTHERS PRESENT: Esther Patt

I. CALL TO ORDER AND ROLL CALL

There being a quorum, Chair Knight called the meeting of the Urbana Human Relations Commission to order at 5:35 p.m.

II. APPROVAL OF AGENDA

A motion was made and seconded to approve the agenda. All voted aye. The agenda was approved as prepared.

III. APPROVAL OF MINUTES

The minutes of the meeting of May 14, 2003 were reviewed. A motion was made by Cope Cumpston and seconded by Carl Reisman to approve the minutes. All voted aye. The minutes of the meeting of May 14, 2003 were approved as distributed.

IV. PUBLIC INPUT

Esther Patt, Urbana City Council Member, reported that the City Council approved in it's social service funding a grant to Land of Lincoln Legal Assistance for \$3,000 to do fair housing training. She indicated that they would probably be doing 3 training sessions for landlords and 3 for tenants on fair housing law.

V. MAYOR SATTERTHWAITE

The Mayor followed up on the materials he distributed at the last meeting. He responded to the Commission on some questions they had addressed to him a couple of months ago.

- 1) The Goals of the City – the Mayor reported that the goal of the City is that our workforce mirrors the available workforce in Champaign County. (Those percentages are listed in the handout.)

Cope Cumpston asked if there were any particular trend that led to the increase in minority hiring. The Mayor and Ms. Clark addressed this questions by indicating that the change in numbers is due to a culmination of changes put in place for recruitment.

Turhan Peacock asked if the City was doing anything to address the issue of retention of minority workers. The Mayor indicated that he was not familiar with anything specific to retention. He indicated that he would get back to the Commission.

- 2) Culture Assessment for Organization – the Mayor reported that there is not currently anything in the budget for this. The approach has generally been that if issues come up where there is a conflict or friction between employee groups or even a couple of employees because of a difference in background or ideology, we've been made aware and try to address those as they come up. Even though it is not in the work plan to do at this time, the City is aware of where the sources of friction are and they are addressed on a case-by-case basis.

Cope Cumpston asked if there would be a complete report done this year that would give a statistical breakdown of the staffing. She indicated that the Personnel Department has in the past put out an annual report. The Mayor indicated that Personnel would continue to do an annual report.

The Mayor indicated that the Commission had other questions regarding training. He indicated that training is on going, diversity training, leadership training, and supervisory training for departmental staff. In some departments, some management training has been reduced due to cut backs that have been made in the budget.

The Mayor extended an invitation to the Chair to sit in on the Diversity Management Steering Committee Meetings.

Cope Cumpston indicated that at the presentation that Bruce Walden and Mona Shannon made to the Commission, they had asked the Commission specifically to participate some way in working on the image that the city has for diversity hiring. She indicated that was what was meant in the request for External Communication and working on the perception of the City.

Ms. Clark indicated that staff did discuss that issue briefly, but nothing was decided as to what role the Commission would play in that role.

Mr. Peacock reported to the Mayor that the discussion with Mr. Walden and Ms. Shannon was that the community does not feel that there is a reason to come and apply for jobs because they believe that they won't get hired because that has been the

reputation of the City, which impedes the City's goal for a diversified work force. One of the recommendations that came out of the Phoenix Rising Report was that an environmental assessment be done.

The Mayor indicated that a start to changing that perception would be to make public some of the recent successes in recruiting minorities, which can let the community know that the goal of the City is to have a diverse work force.

The Mayor thanked the Commission for their service to the City.

Chair Knight thanked the Mayor and Staff for the work that has been done over the last two years to improve diversity hiring.

VI. OLD BUSINESS

A. Proposed Changes to the Hearing Procedures

Carl Reisman indicated that the Commissioners should have a copy of the revised hearing rules, which arose out of subcommittee meeting. Some of the proposed changes are to clarify obscure wording and some are substantive to make the rules work better.

Mr. Reisman suggested going over each proposed change and then voting whether or not to accept that change. That was agreeable to the Commissioners.

General Procedures, 1. Filing

The proposed change was reviewed and discussed. A motion was made by Turhan Peacock to accept the proposed change, Cope Cumpston seconded the motion. All voted aye. The motion was approved.

Pre-Hearing Procedures, 2. Scheduling the Hearing, a

The proposed change was reviewed and Carl Reisman indicated that this change was not necessary.

General Procedures, 4. Appointment of Hearing Officer; Qualifications; Duties

The proposed change was reviewed and discussed. A motion was made by Turhan Peacock to accept the proposed change. The motion was seconded by Cope Cumpston. All vote aye. The motion was approved.

The Hearing, 2. Commission Member Attendance and Participation; Quorum

The proposed change was reviewed and discussed. A motion was made by Ivon Ridgeway to accept the proposed change. The motion was seconded by Cope Cumpston. All voted aye. The motion was approved.

Hearing, 3. Representation

The proposed change was reviewed and discussed. A motion was made by Cope Cumpston to accept the proposed change. The motion was seconded by Carl Reisman. All voted aye. The motion was approved.

Hearing, 4. Failure to Appear

The proposed change was reviewed and discussed. A motion was made by Cope Cumpston to accept the proposed changes. The motion was seconded by Ivon Ridgeway. All voted aye. The motion was approved.

Hearing, 6. Evidence

The proposed change was reviewed and discussed. A motion was made by Cope Cumpston to accept the proposed change. The motion was seconded by Carl Reisman. All voted aye. The motion was approved.

Hearing, 12. Press and Public Attendance

The proposed change was reviewed and discussed. A motion was made by Cope Cumpston to accept the proposed change. The motion was seconded by Turhan Peacock. All voted aye. The motion was approved.

Conclusion of the Hearing, 1. The Decision

The Commission reviewed section a) and amended it to be consistent with other language. Motion made by Carl Reisman to accept the proposed change. Motion seconded by Turhan Peacock. All voted aye. Motion approved.

Ms. Clark reported that she would have the approved changes typed up. She indicated that the hearings that have already been started would be proceeding under the old rules. She stated that the Commission could ask the hearing officer for a stipulation to include members of the Commission that were not present at the initial hearing. Ms. Clark will follow up with the hearing officer.

VI. NEW BUSINESS

Cope Cumpston asked about plans for a retreat. Ms. Clark indicated that a date had been established and asked for input from the Commissioners on agenda items for the retreat.

Chair Knight suggested that if the Commission is not able to come up with an agenda, that the retreat be postponed until the public hearings are over with. He suggested have a date in the fall for the retreat. This item can be discussed at the August meeting. The other commissioners were in agreement with the Chair.

VIII. OFFICER'S REPORT

A. HRO Activity Report

Ms. Clark distributed a copy of her monthly report.

B. Budget Report

A copy of the report was distributed to the Commission. Ms. Clark asked the commissioners to let her know before the end of the month if there are any books, training materials, etc. that could be purchased under this year's budget.

IX. ANNOUNCEMENTS

Ms. Clark indicated that she is currently working with the Staff of the City of Champaign, who is planning an International Awards Day Recognition. She will get information out to each of the Commissioner's so they can get it on their calendar.

X. ADJOURNMENT

There being no further business to come before the Commission, a motion was made by Carl Reisman and seconded by Cope Cumpston to adjourn. All voted aye.

The meeting was adjourned at 6:50 p.m.

Respectfully submitted,

Jolinda Ross
Recording Secretary