

**URBANA HUMAN RELATIONS COMMISSION
MINUTES
May 11, 2011**

MEMBERS PRESENT: Frances Rigberg Baker, Daniel Larson, Peter Resnick, Eric Smith, Aisha Lamb Sobh (by phone)

MEMBERS NOT PRESENT: Carol Bradford, Rita Haber, Lisa Mosley, Rizwan Uddin

STAFF PRESENT: Todd Rent

I. CALL TO ORDER AND ROLL CALL

Chair Larson called the meeting of the Urbana Human Relations Commission to order at 5:37 p.m.

II. APPROVAL OF AGENDA

Mr. Resnick made a motion to approve the agenda. Ms. Rigberg Baker seconded the motion. Chair Larson called for a voice vote. All voted aye. The motion carried unanimously.

III. APPROVAL OF MINUTES

The minutes of the meeting of April 13, 2011 were reviewed. Ms. Rigberg Baker made a motion to approve the minutes. Mr. Resnick seconded the motion. Chair Larson called for a voice vote. All voted aye. The motion carried unanimously and the minutes of April 13, 2011 were approved as presented.

IV. PUBLIC PARTICIPATION

There was none.

V. OLD BUSINESS

A. IDOT Traffic Stop Study Update

Mr. Rent updated the Commission on the progress of review of the IDOT Traffic Stop Study. City staff was in the process of scheduling a public meeting to present and review the Study in the near future.

B. Discrimination Law Workshop Update

Mr. Rent briefly updated the Commission on the possibility of holding a workshop on discrimination law. Questions and comments from the Commission were addressed by Mr. Rent.

VI. NEW BUSINESS

A. EEO Certification Form Revisions (Turnover Information)

Mr. Rent provided an example of the City's EEO Vendor Certification Form with proposed revisions. Specifically, said revisions reflected employee turnover information for a given contractor/vendor. Mr. Rent asked the Commission for input on the proposed changes and addressed the Commission's questions regarding the same.

B. EEO Contract Compliance Policies and Procedures Revisions

Mr. Rent provided background on this topic to the Commission. He provided an example of the proposed revisions to the Policies and Procedures, noting that these were presented to the Commission for review only; they were not yet ready for approval or final action. Questions and comments from the Commission were addressed by Mr. Rent.

VII. STAFF REPORT

A. Approval of EEO Workforce Statistics

The EEO Workforce Statistics were reviewed for the following:

- A & R Mechanical Services, Inc.
 - Recommend 1 month review
- Central Illinois Tile Co.
 - Recommend 2 years
- Rogards Office Plus
 - Recommend 1 year
- Springfield Electric Supply Co.
 - Recommend 6 months

Mr. Rent recommended that the Commission take such action that A & R Mechanical Services, Inc., be given one month in which to provide evidence of good faith efforts with regards to hiring of minority and/or female employees. If no good faith efforts are shown in this regard by the June 2011 Commission meeting, the Commission has the option of rendering a finding of non-compliance for this contractor.

The Commission briefly discussed the pending approvals. Questions from the Commission were addressed by Mr. Rent.

Mr. Resnick made a motion that the Commission approve Central Illinois Tile Co. for two years, Rogards Office Plus for one year, and that A & R Mechanical Services, Inc., and Springfield Electric Supply Co. be given a one-month review period. Mr. Smith seconded the motion. Chair Larson called for a voice vote. All voted aye. The motion carried unanimously.

B. HRO Activity Report

Mr. Rent reviewed the status of the Human Relations Office's pending cases. Questions and comments from the Commission were addressed during the review.

C. Budget Report

Mr. Rent presented the budget report to the Commission, discussing it briefly. There were no questions or comments from the Commission.

VIII. ANNOUNCEMENTS

There were none.

IX. ADJOURNMENT

There being no further business to come before the Commission, Chair Larson declared the meeting adjourned at 6:20 p.m.

Respectfully submitted,

Tony Weck
Recording Secretary