



MINUTES OF A REGULAR MEETING **APPROVED**

HUMAN RELATIONS COMMISSION

DATE: Wednesday, October 13, 2021

TIME: 5:30 p.m.

PLACE: Urbana City Council Chambers
Urbana City Building
400 South Vine Street
Urbana, Illinois 61801
*Virtually Via Zoom

MEMBERS PRESENT: Asako Kinase-Legget, Peter Resnick, Frances Rigberg, Julie Robinson Schaeffer

MEMBERS ABSENT: Carol Bradford, Stacie Burnett, Rev. Florence Caplow

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

Chair Frances Rigberg called this meeting of the Urbana Human Relations Commission to order at 5:30 p.m. Roll was taken. A quorum was present.

2. APPROVAL OF AGENDA

Chair Frances Rigberg called for a motion to approve the agenda. Peter Resnick moved to approve the agenda with a change of moving public participation to after new business. Julie Robinson Schaeffer seconded the motion. The motion was approved by a roll call vote.

3. APPROVAL OF MINUTES

a. September 8, 2021

Julie Robinson Schaeffer made a motion to approve the minutes from the September 8, 2021 meeting. Asako Kinase-Leggett seconded the motion. The motion was approved by a roll call vote.

4. UNFINISHED BUSINESS

a. Commission Name Change

A resolution was distributed to commissioners reflecting the desire to change the name of the commission to Human Rights Commission. Julie Robinson Schaeffer made a motion to approve the resolution. Asako Kinase-Leggett seconded the motion. The motion was approved by a roll call vote.

5. NEW BUSINESS

a. EEO Workforce Statistics

- A & R Mechanical Services – 6 months
- Barber and DeAtley – 1 year
- Chris and Company – 2 years

- Cross Construction – 2 years
- EJ Equipment – 1 year
- Feutz Contractors – 6 months
- GM Sipes – 2 years
- Siemens Industries – 6 months
- Sublon Construction – 2 years

The EEO Workforce Statistics applications were reviewed. Peter Resnick made a motion to approve A & R Mechanical for 6 months, Barber and DeAtley for 1 year, Chris & Company for 2 years, Cross Construction for 2 years, EJ Equipment for 2 years, Feutz Contractors for 6 months, GM Sipes Construction for 2 years, Siemens Industries for 6 months and Sublon Construction for 2 years. Julie Robinson Shaeffer seconded the motion. Discussion ensued. Frances Rigberg proposed a friendly amendment to change approval for EJ Equipment for 1 year.

The motion was approved by a roll call vote.

6. PUBLIC PARTICIPATION

There was none.

7. OFFICER'S REPORT

Carla Boyd gave an update on the status of complaints.

Ms. Boyd stated that the initial letter to property owners introducing herself and educating them on the ordinance has been distributed. Letters to landlords that have verified violations will go out soon.

Ms. Boyd said she spoke with the FOIA officer regarding the privacy and confidential EEO information. There was no concern in the public receiving that because the commission does not publish that information. If a FOIA were to come in, the notation on the document stating confidentiality satisfies the requirement for not releasing the document.

Ms. Boyd asked commissioners to consider clarifying the fine structure in anticipation of an increase in inquiries.

8. ANNOUNCEMENTS

There were none.

9. ADJOURNMENT

There being no further business to come before the Commission, Frances Rigberg declared the meeting to be adjourned at 6:03 p.m.

Respectfully submitted,
Tamra Jane Corbin
Recording Secretary