



## MINUTES OF A REGULAR MEETING

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### URBANA HUMAN RELATIONS COMMISSION

**DATE:** Wednesday, July 12, 2017

**TIME:** 5:30 p.m.

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

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**MEMBERS PRESENT:** Daniel Larson, Peter Resnick, Katalyna Thomas, Carol Bradford, Lisa Mosley, Frances Rigberg Baker, Samuel Byndom

**MEMBERS NOT PRESENT:** Stacie Burnett

**STAFF PRESENT:** Vacellia Clark, Preston James, Monique James

**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 5:35 p.m. Roll was taken. A quorum was present.

**2. APPROVAL OF AGENDA**

- a. Ms. Mosley made a motion that the Commission approve the agenda as presented. Mrs. Rigberg -Baker seconded the motion. Chair Larson called for a voice vote. The motion carried.

**3. APPROVAL OF MINUTES**

- a. June 28, 2017 Meeting
  - i. Ms. Mosley made a motion that the Commission approve the draft minutes of the June 28, 2017 meeting as presented. Carol Bradford seconded the motion. Chair Larson called for a voice vote. The motion carried.

**4. PUBLIC PARTICIPATION**

- a. There was none.

**5. OLD BUSINESS**

- a. There was none

**6. NEW BUSINESS**

- a. No new business.

## **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.** Klyn Nurseries.
      - a. Recommend 2 years
    - 2.** Carle Foundation
      - a. Recommend 1 year
    - 3.** Crawford Murphy & Tilly
      - a. Recommend 1 year
    - 4.** Health Alliance Medical Plans
      - a. Recommend 1 year
    - 5.** Davis-Houk Mechanical
      - a. Recommend 6 months
    - 6.** Hoer Constructions
      - a. Recommend 6 months

Ms. Clark gave a brief presentation to the Commission regarding the workforce statistics for each contractor/vendor, all of which were renewals of previous certifications. Comments and questions from the Commission were addressed by Ms. Clark. Mrs. Rigberg -Baker made a motion and Ms. Thomas seconded the motion that the Commission approved Klyn Nurseries for two years; Carle Foundation for one year; Crawford Murphy & Tilly for one year, Health Alliance Medical Plans for one year and Hoer Constructions for six months. Because Mr. Larson knows the owners of Davis-Houk personally, he recused himself. A second motion was call for approval by Mr. Resnick for Davis-Houk Mechanical for six months Discussion followed requesting that Davis-Houk Mechanical and Hoer Constructions show good faith efforts with hiring more minorities. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously.

- b.** HRO Activity Report
  - i.** Ms. Clark presented the monthly activity report to the Commission. Comments and questions from the Commission were addressed by Ms. Clark during the course of his presentation.

## **8. ANNOUNCEMENTS**

- a.** No Announcements

## **9. ADJOURNMENT**

- a.** There being no further business to come before the Commission, Chair Larson declared the meeting to be adjourned at 6:05 p.m.

Respectfully submitted,

Monique James  
Recording Secretary

