



MINUTES OF A REGULAR MEETING

URBANA HUMAN RELATIONS COMMISSION

DATE: Wednesday, May 110, 2017

TIME: 5:30 p.m.

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

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

MEMBERS NOT PRESENT: Carol Bradford

STAFF PRESENT: Vacellia Clark, 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. Mr. Resnick made a motion that the Commission approve the agenda as presented. Ms. Rigberg-Baker seconded the motion. Chair Larson called for a voice vote. The motion carried.

3. APPROVAL OF MINUTES

- a. March 8, 2017 Meeting
- i. Ms. Mosley made a motion that the Commission approve the draft minutes of the April 12, 2017 meeting as presented. Mr. Resnick seconded the motion. Chair Larson called for a voice vote. The motion carried.

4. PUBLIC PARTICIPATION

- a. There was none.

5. OLD BUSINESS

- a. No new business.

6. NEW BUSINESS

- a. Next month's meeting regular meeting will be held on the last Wednesday of the month, rather than the second Wednesday of the month
- b. Attorney Donald Jackson will facilitate training over the City of Urbana's Ordinance as it pertains to the HRC. Training will be held after HRC official business is conducted.

- c. A budget of \$800 was suggested to cover the cost of this meeting. Mr. Resnick made a motion that the Commission approve the age suggested cost as presented. Ms. Mosley seconded the motion. Chair Larson called for a voice vote. The motion carried

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. 3M Company.
 - a. Recommend 1 year
 - 2. Battery Solutions.
 - a. Recommend 1 year
 - 3. Felmley Dickerson.
 - a. Recommend 2 years
 - 4. Hall Signs.
 - a. Recommend 6 months
 - 5. Lowenbaum Partnership, LLC.
 - a. Recommend 1 year

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. Mr. Resnick made a motion that the Commission approve 3M Company for one year; Battery Solutions for one year; Felmley Dickerson for two years, Hall Signs for 6 months, Lowenbaum for one year, Ms. Thomas seconded the motion. 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.
 - ii. Ms. Clark presented the process of the citizen complaint form and how they are tracked.
- c. Budget Report
 - i. There was nothing to report.

8. ANNOUNCEMENTS

No announcements

9. ADJOURNMENT

- a. There being no further business to come before the Commission, Chair Larson declared the meeting to be adjourned at 5:53 p.m.

Respectfully submitted,

Monique James
Recording Secretary