



## MINUTES OF A REGULAR MEETING

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### URBANA HUMAN RELATIONS COMMISSION

**DATE:** Wednesday, January 11, 2017

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

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

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

**MEMBERS NOT PRESENT:** Carol Bradford, Lisa Mosley

**STAFF PRESENT:** Alex Bautista, Vacellia Clark

**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 5:37 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. All were in favor. The motion carried unanimously.

**3. APPROVAL OF MINUTES**

- a. December 14, 2016 Meeting
  - i. Ms. Rigberg Baker made a motion that the Commission approve the draft minutes of the December 14, 2016 meeting as presented. Ms. Burnett seconded the motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously.

**4. PUBLIC PARTICIPATION**

- a. There was none.

**5. OLD BUSINESS**

- a. There was none.

## **6. NEW BUSINESS**

- a.** Discussion: Letter to the Community Concerning Human and Civil Rights
  - i.** Mr. Bautista introduced this agenda item and began discussion. Input was given by Ms. Rigberg Baker, who had provided a first draft of the letter. Discussion of the draft letter ensued, with a revised version of the same to be presented and discussed at the next regular meeting of the Commission.

## **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.** Feutz Contractors, Inc.
      - a.** Recommend 1 year
    - 2.** Hoerr Construction, Inc.
      - a.** Recommend 6 months
    - 3.** TSI Commercial Floor Covering
      - a.** Recommend 1 year

Mr. Bautista 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 Mr. Bautista. Mr. Resnick made a motion that the Commission approve Feutz Contractors, Inc. for one year; Hoerr Construction, Inc. for six months; and TSI Commercial Floor Covering for one year. Ms. Rigberg Baker seconded the motion. Discussion followed. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously.

- b.** HRO Activity Report
  - i.** Mr. Bautista presented the monthly activity report to the Commission. Comments and questions from the Commission were addressed by Mr. Bautista during the course of his presentation.
- c.** Budget Report
  - i.** There was none.

## **8. ANNOUNCEMENTS**

- a.** Chair Larson announced that the 2017 Rev. Dr. Martin Luther King, Jr. Countywide Celebration would take place at the Parkland College Student Union on Friday, January 13, from 4:00 to 5:00 p.m., with a reception to follow. He encouraged all to attend.
- b.** Mr. Bautista welcomed Vacellia Clark back to the City of Urbana's staff as Interim Human Relations Officer. Brief commentary by Ms. Clark followed.

## **9. ADJOURNMENT**

- a.** There being no further business to come before the Commission, Chair Larson declared the meeting to be adjourned at 6:34 p.m.

Respectfully submitted,

Tony Weck  
Recording Secretary