



MINUTES OF A REGULAR MEETING

URBANA HUMAN RELATIONS COMMISSION

DATE: Wednesday, November 9, 2016

TIME: 5:30 p.m.

PLACE: Executive Conference Room
Urbana City Building
400 South Vine Street, 2nd Floor
Urbana, Illinois 61801

MEMBERS PRESENT: Frances Rigberg Baker, Stacie Burnett, Samuel Byndom, Lisa Mosley

MEMBERS NOT PRESENT: Carol Bradford, Daniel Larson, Peter Resnick, Katalyna Thomas

STAFF PRESENT: Alex Bautista

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

- a. In the absence of Chair Larson, Mr. Byndom acted as chair for this meeting. Acting Chair Byndom called this meeting of the Urbana Human Relations Commission to order at 5:55 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. Ms. Rigberg Baker seconded the motion. Acting Chair Byndom called for a voice vote. All were in favor. The motion carried unanimously.

3. APPROVAL OF MINUTES

- a. September 14, 2016 Meeting and October 12, 2016 Meeting
 - i. Ms. Rigberg Baker made a motion that the Commission approve the draft minutes of the September 14, 2016 meeting and the draft minutes of the October 12, 2016 meeting as presented and in omnibus fashion. Ms. Mosley seconded the motion. Acting Chair Byndom 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.** Presentation: NACOLE Conference (National Association for Civilian Oversight of Law Enforcement) – Alex Bautista
 - i. Mr. Bautista gave a brief presentation to the Commission regarding his attendance, along with two members of the Civilian Police Review Board, at the 2016 NACOLE Conference in Albuquerque, New Mexico. Comments and questions from the Commission were addressed by Mr. Bautista during the course of his presentation.
- b.** Urbana Application for IAOHRA (International Association of Official Human Rights Agencies)
 - i. Mr. Bautista gave a brief presentation to the Commission regarding the Human Relations Office's intent to apply for membership in IAOHRA. Mr. Bautista requested the Commission's consent to expend two hundred dollars (\$200.00) from the Commission's budget to enroll the City of Urbana in the aforementioned organization. Ms. Mosley made a motion that the Commission approve said expenditure. Ms. Burnett seconded the motion. Acting Chair Byndom called for a voice vote. All were in favor. The motion carried unanimously.

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.** Citizenserve
 - a. Recommend 2 years
 - 2.** ICD Ironhorse, Inc.
 - a. Recommend 2 years
 - 3.** Micro Supply, Inc.
 - a. Recommend 2 years
 - 4.** Morrow Brothers Ford, Inc.
 - a. Recommend 2 years
 - 5.** Troxell Insurance
 - a. Recommend 6 months
 - 6.** Applied Pavement Technology
 - a. Recommend 2 years
 - 7.** Brown Woods & Associates
 - a. Recommend 2 years
 - 8.** Burtness Engineering Services
 - a. Recommend 2 years
 - 9.** CDS Office Technologies
 - a. Recommend 1 year
 - 10.** Champaign Signal & Lighting
 - a. Recommend 1 year
 - 11.** Cross Construction
 - a. Recommend 1 year
 - 12.** Hall Signs, Inc.
 - a. Recommend 1 year
 - 13.** Illiana Construction
 - a. Recommend 1 year
 - 14.** Kinney Contractors, Inc.
 - a. Recommend 1 year
 - 15.** Martin Bros. Logistics
 - a. Recommend 2 years
 - 16.** Michels Corporation
 - a. Recommend 1 year

17. Mid Illinois Concrete & Excavating
 - a. Recommend 1 year
18. Ray O'Herron Co., Inc.
 - a. Recommend 1 year
19. Passport Parking, Inc.
 - a. Recommend 1 year
20. Schomburg & Schomburg Construction
 - a. Recommend 1 year
21. Michael Scott & Associates
 - a. Recommend 2 years

Mr. Bautista gave a brief presentation to the Commission regarding the workforce statistics for each new contractor/vendor. Comments and questions from the Commission were addressed by Mr. Bautista. Ms. Mosley made a motion that the Commission approve Citizenserve for two years; ICD Ironhorse, Inc. for two years; Micro Supply, Inc. for two years; Morrow Brothers Ford, Inc. for two years; and Troxell Insurance for six months. Ms. Rigberg Baker seconded the motion. Discussion followed. Acting Chair Byndom called for a voice vote. All were in favor. The motion carried unanimously.

Mr. Bautista gave a brief presentation to the Commission regarding the workforce statistics for each renewing contractor/vendor. Comments and questions from the Commission were addressed by Mr. Bautista. Ms. Mosley made a motion that the Commission approve Applied Pavement Technology for two years; Brown Woods & Associates for two years; Burtness Engineering Services for two years; CDS Office Technologies for one year; Champaign Signal & Lighting for one year; Cross Construction for one year; Hall Signs for one year; Illiana Construction for one year; Kinney Contractors, Inc. for one year; Martin Bros. Logistics for two years; Michels Corporation for one year; Mid Illinois Concrete & Excavating for 1 year; Ray O'Herron Co., Inc. for one year; Passport Parking, Inc. for one year; Schomburg & Schomburg Construction for one year; and Michael Scott & Associates for two years. Ms. Rigberg Baker seconded the motion. Discussion followed. Per discussion, the following amendments ensued:

- The Commission recommended approval of Hall Signs, Inc. for six months (as opposed to the one-year recommendation set forth by the Human Relations Office). Said approval would include the provision for an audit by the Human Relations Office of the EEO practices of the same. Mr. Bautista revised the staff recommendation for Hall Signs, Inc. from one year to six months.
- With regards to Mid Illinois Concrete & Excavating, Ray O'Herron Co., Inc., and Schomburg & Schomburg Construction: Mr. Bautista amended the staff recommendation of one-year approval periods for each. The staff recommendation for each of the aforementioned contractors/vendors would include an audit of the EEO practices of each, as well as an update from each at the six-month mark in their certification periods.

Ms. Mosley's motion was thus amended, with no objection from Ms. Rigberg Baker. With no further discussion, Acting Chair Byndom called for a voice vote on the amended motion. 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.** Mr. Weck presented the Commission with the budget report.

8. ANNOUNCEMENTS

- a.** Mr. Bautista announced that the 2017 Rev. Dr. Martin Luther King Jr. Countywide Celebration would take place on Friday, January 13, 2017 at the Parkland College Student Union. He further noted that the Celebration has a new website.
- b.** Ms. Mosley announced that the International Dance for Kindness would take place on November 13, 2016. The event, she noted, was sponsored by LifeVest.org.
- c.** Acting Chair Byndom provided the Commission with an update on the activities of the Champaign County Racial Justice Task Force, of which he is a sitting member.

9. ADJOURNMENT

- a.** There being no further business to come before the Commission, Acting Chair Byndom declared the meeting to be adjourned at 7:05 p.m.

Respectfully submitted,

Tony Weck
Recording Secretary