



## MINUTES OF A REGULAR MEETING

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### URBANA HUMAN RELATIONS COMMISSION

**DATE:** Wednesday, August 10, 2016

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

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

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

**MEMBERS NOT PRESENT:** Carol Bradford, Stacie Burnett, Aisha Lamb Sobh

**STAFF PRESENT:** Alex Bautista

**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 5:33 p.m. Roll was taken. A quorum was present.

**2. APPROVAL OF AGENDA**

- a. Mr. Byndom made a motion that the Commission approve the agenda as presented. Mr. Resnick suggested that the word "Committee" be struck and replaced with the word "Project" for agenda items 6A(1 – 4). There was no objection. Mr. Resnick seconded the amended motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously; the agenda was approved as amended.

**3. APPROVAL OF MINUTES**

- a. July 13, 2016 Meeting
- i. Ms. Mosley made a motion that the Commission approve the draft minutes of the July 13, 2016 meeting. Mr. Byndom seconded the motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously; the draft minutes were approved as presented.

**4. PUBLIC PARTICIPATION**

- a. There was none.

**5. OLD BUSINESS**

- a. There was none.

**6. NEW BUSINESS**

- a. Committee Reports

- i. Community Relations Project
  - 1. Ms. Mosley and Ms. Rigberg Baker reported to the Commission regarding recent Community Relations Project activities with input from Mr. Bautista. Discussion followed.
- ii. Criminal Justice Project
  - 1. Mr. Byndom reported to the Commission on recent Criminal Justice Project activities. Discussion followed.
- iii. Ordinance Enforcement Project
  - 1. There was no new activity to report. Mr. Bautista noted that a meeting of the members of the Ordinance Enforcement Project was upcoming.
- iv. Training & Development Project
  - 1. Mr. Bautista briefly updated the Commission on recent Training & Development Project activities. Discussion followed.

## 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. Advanced Commercial Roofing
      - a. Recommend 1 year
    - 2. Henson Robinson Company
      - a. Recommend 1 year
    - 3. MTI Distributing, Inc.
      - a. Recommend 1 year
    - 4. Reynolds Towing Service, Inc.
      - a. Recommend 1 year
    - 5. Top Quality Roofing Company
      - a. Recommend 1 year
    - 6. WCP Solar
      - a. Recommend 2 years
    - 7. Desman, Inc.
      - a. Recommend 2 years
    - 8. Dig It of Champaign, Inc.
      - a. Recommend 2 years
    - 9. Growmark, Inc. (d/b/a Illini FS)
      - a. Recommend review
    - 10. Hoerr Construction, Inc.
      - a. Recommend 1 year
    - 11. MSA Professional Services
      - a. Recommend 6 months
    - 12. Springfield Electric Supply Company
      - a. Recommend 1 year
    - 13. Upkeep Maintenance Service
      - 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. Mr. Resnick made a motion that the Commission approve Advanced Commercial Roofing for one year; Henson Robinson Company for one year; MTI Distributing, Inc. for one year; Reynolds Towing Service, Inc. for one year; Top Quality Roofing Company for one year; and WCP Solar for two years. Ms. Mosley seconded the motion. Discussion followed. Chair Larson 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. Discussion followed. Mr. Resnick made a motion that the Commission approve Desman, Inc. for two years; Dig It of Champaign, Inc. for two years; Growmark, Inc. (d/b/a Illini FS) for six months; Hoerr Construction, Inc. for six months; MSA Professional Services for six months; Springfield Electric Supply Company for one year; and Upkeep Maintenance Service for two years. Ms. Mosley seconded the motion. Discussion followed. Chair Larson called for a voice vote. All were in favor. The amended motion carried unanimously.

- b. HRO Activity Report**
  - i.** Mr. Bautista presented the monthly activity report to the Commission. Discussion among members of the Commission and staff followed.
- c. Budget Report**
  - i.** Mr. Bautista requested reimbursement from the Commission budget for supplies he had personally purchased to be used during community outreach activities. Discussion followed, with the Commission agreeing by consensus to reimburse Mr. Bautista for the same and to place such on the agenda for formal discussion and action at the September 2016 meeting.

Mr. Bautista requested consent from the Commission to increase the donation to The UP Center of Champaign County from the suggested \$50.00 to \$100.00, to be paid from the Commission budget and to go toward the 2016 Pride Festival and Parade. Discussion followed. The Commission agreed by consensus to this expenditure and to place such on the agenda for formal discussion and action at the September meeting.

Mr. Weck presented the Commission with the budget report.

## **8. ANNOUNCEMENTS**

- a.** Mr. Bautista announced that the 14<sup>th</sup> annual Champaign-Urbana International Humanitarian Awards gala was to take place on September 8, 2016, at the Hilton Garden Inn in Champaign. Mr. Bautista announced the names of the 2016 Award recipients with input from Ms. Rigberg Baker, who also served as a member of the Humanitarian Awards Committee.
- b.** Mr. Bautista updated the Commission on the activities of the 2017 Rev. Dr. Martin Luther King Jr. Countywide Celebration Planning Committee.

## **9. ADJOURNMENT**

- a.** There being no further business to come before the Commission, Chair Larson declared the meeting to be adjourned at 6:36 p.m.

Respectfully submitted,

Tony Weck  
Recording Secretary