

**URBANA HUMAN RELATIONS COMMISSION  
MINUTES  
May 8, 2013**

**MEMBERS PRESENT:** Frances Rigberg Baker, Daniel Larson, Peter Resnick

**MEMBERS NOT PRESENT:** Carol Bradford, Lisa Mosley, Eric Smith, Aisha Lamb Sobh, Rizwan Uddin

**STAFF PRESENT:** Todd Rent

**1. CALL TO ORDER AND ROLL CALL**

Chair Larson called the meeting of the Urbana Human Relations Commission to order at 5:40 p.m. Roll was taken. A quorum was not present.

**2. APPROVAL OF AGENDA**

Due to the lack of a quorum, the agenda was not formally approved.

**3. APPROVAL OF MINUTES**

Due to the lack of a quorum, the approval of the draft minutes of the April 10, 2013 meeting was deferred until the June 2013 meeting.

**4. PUBLIC PARTICIPATION**

There was none.

**5. OLD BUSINESS**

There was none.

**6. NEW BUSINESS**

Mr. Rent advised the Commission that discussion of any and all New Business items was not necessary at this meeting. Therefore, by consensus of the Commission, all New Business was stricken from the agenda.

**7. STAFF REPORT**

**A. Approval of EEO Workforce Statistics**

The EEO Workforce Statistics were reviewed and staff recommendations for approval were as follows:

- Zones, Inc.
  - Recommend 2 years
- Clark Dietz, Inc.
  - Recommend 6 months
- Community Resource, Inc.
  - Recommend 1 year
- Feutz Contractors, Inc.
  - Recommend 2 years
- Ray O'Herron Co., Inc.
  - Recommend 1 year

The Commission discussed the EEO statistics presented by City staff, along with staff recommendations for approval of each. Comments and questions from the Commission were addressed by Mr. Rent. It was the consensus of the Commission that Zones, Inc., be approved for two years; Clark Dietz, Inc., for six months; and Ray O'Herron Co., Inc., for one year. The Commission recommended that, due to its having less than 15 employees, Community Resource, Inc., be approved for two years. Additionally, the Commission recommended that Feutz Contractors, Inc. be approved for one year so as to encourage further improvement in its minority hiring numbers.

Due to the lack of a quorum, no official action was taken by the Commission with regards to approval of the EEO Workforce Statistics. Mr. Rent noted that the contractors/vendors presented for approval at this meeting could be approved administratively as necessary; there was no objection to the same from the Commission.

**B. HRO Activity Report**

Mr. Rent reviewed the monthly activity report with the Commission, addressing Commission comments and questions during the course of his review.

**C. Budget Report**

Mr. Rent reviewed the monthly Budget Report. New budget activity was reported: the disbursement of one hundred fourteen dollars and sixty-two cents (\$114.62) to Donald R. Jackson, for legal counsel relating to a pending EEO case. There were no other changes to the budget.

**8. ANNOUNCEMENTS**

There were none.

**9. ADJOURNMENT**

There being no further business to come before the Commission, Chair Larson declared the meeting adjourned at 5:57 p.m.

Respectfully submitted,

Tony Weck  
Recording Secretary