



**CITY OF NORMAN, OK**  
**HUMAN RIGHTS COMMISSION MEETING**  
Municipal Building, Executive Conference Room  
201 West Gray, Norman, OK 73069  
Monday, November 25, 2024 at 5:30 PM

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## **AGENDA**

*It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, relation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please call 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.*

**Commissioners: Aisha Ali (Chair), Michael Ridgeway (Vice-Chair), Jackie Farley (6 vacancies)**

### **ROLL CALL**

### **MINUTES**

1. APPROVAL OF THE MINUTES FOR THE OCTOBER 28, 2024, REGULAR MEETING

### **ACTION ITEMS**

2. DISCUSSION AND POSSIBLE ACTION REGARDING 2025 HRC MEETING CALENDAR
3. DISCUSSION REGARDING MLK BREAKFAST
4. DISCUSSION AND POSSIBLE ACTION ON HUMAN RIGHTS AWARD

### **ANNOUNCEMENTS**

### **ADJOURNMENT**



**CITY OF NORMAN, OK**  
**HUMAN RIGHTS COMMISSION MEETING**  
Municipal Building, Executive Conference Room  
201 West Gray, Norman, OK 73069  
Monday, October 28, 2024 at 5:30 PM

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**MINUTES**

The Human Rights Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room at the Municipal Building, on Monday, October 28, 2024 at 5:30 PM and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray, and on the City website at least 24 hours prior to the beginning of the meeting.

PRESENT

Commission Chair Aisha Ali  
Commission Vice-Chair Michael Ridgeway  
Commissioner Jackie Farley

ABSENT

(none)

STAFF PRESENT

Grace Holloman, Accessibility Strategist  
Jeanne Snider, Assistant City Attorney  
Sarah Encinias, Legal Admin Tech

**ROLL CALL**

A quorum was present. Chair Ali called the meeting to order.

**MINUTES**

1. APPROVAL OF THE MINUTES FOR THE AUGUST 26, 2024, REGULAR MEETING

Motion was made by Vice-Chair Ridgeway to approve the Minutes for the August 26, 2024, regular meeting and motion was duly seconded by Commissioner Farley. A vote was taken with the following results: all approved and none opposed. The Minutes were approved by unanimous vote.

**ACTION ITEMS**

2. DISCUSSION AND POSSIBLE ACTION ON HUMAN RIGHTS AWARD

Chair Ali will submit her recommended changes to Ms. Holloman for the award criteria and nomination form. Ms. Holloman said December 10 is Human Rights Day and also a City Council meeting day and this would create the perfect opportunity to present the award. Commissioners could review nominations at the November HRC meeting and have a winner picked in time for December 10 without the need for an additional

meeting. It was suggested that the City push out publicity for nominations beginning November 1 through and ending on November 18. Commissioner Farley will not be available on December 10 so another commissioner will need to present the award.

### 3. DISCUSSION REGARDING MLK BREAKFAST

Chair Ali said she and Ms. Holloman toured the Nancy O'Brien Center for the Performing Arts and it has been reserved for the breakfast. It will seat about 250 people with round tables in place. Chair Ali said Eventbrite will be used for reservations and commissioners agreed that the time of the event would be from 9:00 – 11:00 am. Chair Ali discussed a possible Keynote speaker whom she will reach out to. Food will be ordered from La Baguette and coffee will also be made available. Ms. Holloman requests that all invoices be forwarded to her for payment.

### 4. DISCUSSION AND POSSIBLE ACTION ON PROCLAMATIONS / RECOGNITIONS

Chair Ali said she would forward her document describing the new proclamation process to Ms. Holloman. Ms. Holloman will prepare the Native American Heritage Month proclamation for presentation at the next council meeting. Vice-Chair Ridgeway suggested a recipient for the proclamation and Ms. Holloman took the information.

## ANNOUNCEMENTS

Commissioner Farley has been working with the Norman Coalition for Refugee Support and she is supporting their fundraiser that was scheduled in November but has now been moved to February. She will give more information once it is known. She would like the Norman HRC to show support for this cause.

On a future agenda, Chair Ali would like to discuss possible partnering with community organizations and to improve the City's webpage for the HRC to advertise other organization activities so others can become involved. Chair Ali will also get with the City Clerk for an update on applications received for the HRC and their status for membership.

## ADJOURNMENT

The meeting was adjourned at 6:29 p.m.

**2025 CALENDAR YEAR  
SCHEDULE OF REGULAR MEETINGS**

Monthly Planner	
Municode Calendar	
Meeting Room Calendar	

**Human Rights Commission**

Name of Board/Commission/Committee

Please enter the date of the meeting in the DATE column or type in the following:  
"Meetings scheduled as Needed" in the DATE column.

DATE	TIME	Physical Location
1/11/2025	9:00 am	Interfaith Breakfast, (insert address)
2/24/2025	5:30 pm	Executive Conference Room, City Hall, 201 West Gray Street
3/24/2025	5:30 pm	Executive Conference Room, City Hall, 201 West Gray Street
4/28/2025	5:30 pm	Executive Conference Room, City Hall, 201 West Gray Street
5/19/2025	5:30 pm	Executive Conference Room, City Hall, 201 West Gray Street
6/23/2025	5:30 pm	Executive Conference Room, City Hall, 201 West Gray Street
7/28/2025	5:30 pm	Executive Conference Room, City Hall, 201 West Gray Street
8/25/2025	5:30 pm	Executive Conference Room, City Hall, 201 West Gray Street
9/22/2025	5:30 pm	Executive Conference Room, City Hall, 201 West Gray Street
10/27/2025	5:30 pm	Executive Conference Room, City Hall, 201 West Gray Street
11/24/2025	5:30 pm	Executive Conference Room, City Hall, 201 West Gray Street

To be completed by person filing notice:

Name: Sarah Encinias  
Legal Admin Tech  
 Address: 201 W. Gray St.  
Norman, OK 73069  
 Phone No.: (405) 217-7700

Filed in the office of the Municipal Clerk at \_\_\_\_\_ a.m. / p.m. on \_\_\_\_\_.

Signed: \_\_\_\_\_  
 City Clerk

*\*Must be filed prior to December 15, 2024*

# Calendar for Year 2025 (United States)



timeanddate

## January

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## February

S	M	T	W	T	F	S
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

## March

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30	31					

## April

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27	28	29	30			

## May

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25	26	27	28	29	30	31

## June

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29	30					

## July

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27	28	29	30	31		

## August

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24	25	26	27	28	29	30
31						

## September

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28	29	30				

## October

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26	27	28	29	30	31	

## November

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23	24	25	26	27	28	29
30						

## December

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- Jan 1** • New Year's Day
- Jan 20** • Inauguration Day (DC, MD (partly), VA (partly))
- Jan 20** • Martin Luther King Jr. Day
- Feb 14** • Valentine's Day
- Feb 17** • Presidents' Day
- Mar 17** • St. Patrick's Day
- Apr 15** • Tax Day
- Apr 20** • Easter Sunday

- Apr 21** • Easter Monday
- May 5** • Cinco de Mayo
- May 11** • Mother's Day
- May 26** • Memorial Day
- Jun 14** • Flag Day
- Jun 15** • Father's Day
- Jun 19** • Juneteenth
- Jul 4** • Independence Day
- Sep 1** • Labor Day

- Oct 13** • Columbus Day
- Oct 31** • Halloween
- Nov 4** • Election Day
- Nov 11** • Veterans Day
- Nov 27** • Thanksgiving Day
- Nov 28** • Black Friday
- Dec 24** • Christmas Eve
- Dec 25** • Christmas Day
- Dec 31** • New Year's Eve

## The City of Norman Human Rights Award

The selection of an individual and/or group recipient(s) in Norman, Oklahoma, of the Human Rights Award is based on exceptional achievement, innovative leadership, outstanding mission, and/or excellence service, to promote human rights and equality, and serve as an example to all.

### Eligibility Criteria

Chapter 8 of the Municipal Code of the City of Norman states that it is the policy of the City of Norman that the protection of civil rights is a matter of local concern and that in order to ensure public safety, public health, and the general welfare of all citizens of this community, no individual shall be denied equal protection of the laws, nor shall an individual be denied the enjoyment of his or her civil rights or be discriminated against because of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex. All citizens of this community shall have an equal opportunity to purchase, rent, lease, or occupy housing accommodations; to avail themselves of the full enjoyment of public accommodations; to have an equal opportunity in the job market and the social and economic life of the City; and to reach their full potential as human beings without regard to race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex.

### Areas taken into consideration for the City of Norman Human Rights Award:

**Achievement(s)** - describe successes/results and describe the impact of these achievement(s) to the Norman community.

**Innovative Leadership** - illustrate the inspiration or motivation given by the person or group, how cooperation is fostered, list the organizations or programs created, community example set and/or innovations undertaken.

**Mission** - define the person's role within the organization or design/process of the initiative including and not limited to: personal risks taken, time expended, sacrifices made and/or years of service.

**Service** - describe the support system and/or services provided including the timeliness and recurrence of project/service, ability to replicate project/service, and the overall sustainability of project/services.

Please forward a nomination letter to:

Norman Human Rights Commission  
City of Norman  
P.O. Box 370  
Norman, OK 73070

You may also email your nomination letter to [grace.holloman@normanok.gov](mailto:grace.holloman@normanok.gov). All nominations must be received by **11:00 p.m. on Sunday, November 24, 2024**, to be considered. Please include your name and telephone number as well as the name and telephone number of the nominee. The individual and/or group selected by the Commission will be honored during a City of Norman Council meeting on a date to be determined.

If you have questions about the City of Norman Human Rights Award, please contact Grace Holloman at 405-366-5424 or [grace.holloman@normanok.gov](mailto:grace.holloman@normanok.gov).

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### Areas taken into consideration for the City of Norman Human Rights Award:

**Achievement(s)** - describe successes/results and describe the impact of these achievement(s) to the Norman community.

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# 2024 HUMAN RIGHTS AWARD NOMINATION FORM

Item 4.

Email completed form to [grace.holloman@normanok.gov](mailto:grace.holloman@normanok.gov), or print and mail completed form to: Norman Human Rights Commission, City of Norman, PO Box 370, Norman, OK 73070.

Nominations are due by 11:00 pm on Sunday, November 24, 2024.

1. Individual or Group Being Nominated:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

2. List volunteer, services, organizations, professional affiliations (if any) and describe how this individual or group has demonstrated outstanding mission, and/or excellence service, to promote human rights and equality (such as successes, results, impact to Norman community, inspiration or motivation given, cooperation fostered, organizations or programs created, example set and innovations undertake, personal risks taken, time expended, sacrifices made, years of service, timeliness or recurrence of project/service, ability to replicate achievement, and overall sustainability or project/services):

(Attach additional pages if needed.)

3. Person Completing Form:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## **Nominations sought for 2024 City of Norman Human Rights Award**

NORMAN, OKLA. – Nominations are currently sought for the City of Norman Human Rights Award, recognizing an individual or group in Norman for exceptional achievement, outstanding effort and/or leadership to promote human rights and equality, and service. The award is coordinated through the Norman Human Rights Commission and presented annually by the Norman City Council.

Criteria taken into consideration in award selection includes: Achievements (successes, results and impact); efforts including personal risks taken, time expended, sacrifices made, and years of service; and leadership. Leadership is defined as “inspiration or motivation given, cooperation fostered, organizations or programs created, example set and innovations undertaken.”

The deadline to submit nominations is 11:00 p.m. on Sunday November 24, 2024. Nomination letters can be emailed to [grace.holloman@normanok.gov](mailto:grace.holloman@normanok.gov) or mailed to the Norman Human Rights Commission at:

City of Norman  
ATTN: Human Rights Commission  
P.O. Box 370  
Norman, OK 73070.

A nomination letter should include the name and telephone number of the nominee, as well as the name and telephone number for the nominating party. Interested parties can also access applicable forms at [www.normanok.gov](http://www.normanok.gov).

Questions about the City of Norman Human Rights Award, please contact Grace Holloman at 405-366-5424 or [grace.holloman@normanok.gov](mailto:grace.holloman@normanok.gov).

## HUMAN RIGHTS AWARD WINNERS

1985	Barbara Henderson
1986	Glen Phillips
1987	Larry Siria
1988	Helen Kutz
1989	Kathy Heiple
1990	Greg Shinert
1991	Anita Hill
1992	Thomas Carey
1993	Elmer Stanley
1994	J.R. Morris
1995	-
1996	Judge Alan Couch
1997	Libba Smith
1998	Mike Tisdale
2000	Lawrence Gaines
2000	Sam Matthews, Edward Webb, Sallie Webb
2001	Norris G. Williams
2002	Reverend Dick Virtue
2003	Tom Roach
2004	David Slemmons
2005	Dr. George Henderson
2006	Kay Holladay
2007	David "Will" Weir
2008	Kathryn Selmon
2009	Health for Friends, Inc.
2010	Booker D. Shackelford
2011	Kara Joy McKee
2012	Rerun Junction
2013	Norman Police Department – My Body, My Life Program
2014	Lucy Mahaffey
2015	Ashley Nicole McCray
2016	Summer Wesley
2017	Gene McKown
2018	Brenda Wheelock
2019	April Heiple
2020	Kay Ham
2021	Norman Coalition for Refugee Support
2022	Norman Care-A-Vans
2023	District Judge Michael Tupper and Red Dirt Collective