



MINUTES OF A REGULAR MEETING **UNAPPROVED**

HUMAN RELATIONS COMMISSION

DATE: Tuesday, January 23, 2024
TIME: 5:30 p.m.
PLACE: Urbana City Council Chambers
Urbana City Building
400 South Vine Street
Urbana, Illinois 61801

COMMISSIONERS PRESENT: Ann Panthen, Chair; Shalini Smith, Vice Chair; Peter Resnick; Greg Schroeder

ALSO PRESENT: Carla Boyd, Human Rights and Equity Officer; Tom Unzicker, Human Rights Specialist

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

Ann Panthen called the meeting to order at 5:31 p.m. The Recording Secretary took the roll. A quorum was present.

B. APPROVAL OF AGENDA

It was clarified that the March meeting is scheduled for Tuesday, the 19th. Additionally, it was clarified that today's agenda should show the date is January 23rd.

C. APPROVAL OF MINUTES

1. November 21, 2023

Ms. Panthen called for a motion to approve the minutes from the previous meeting. Peter Resnick so moved. Shalini Smith seconded the motion. The commissioners approved the motion by a voice vote.

D. PUBLIC PARTICIPATION

A former Urbana resident who continues to work in the city addressed the commission to express his interest in seeing a culinary school in Champaign County. He requested support for marketing research and received referrals to the City's Community Development Services, as well as the Urbana Free Library.

E. UNFINISHED BUSINESS

1. Industry Turnover Rates

Carla Boyd responded to questions from the last meeting about turnover rates. Among healthcare workers she found factors include job satisfaction; workload; burnout. Nurses: 15% turnover; Physicians: 6-7%.

Factors concerning healthcare administration: Organizational changes; job stress; evolving healthcare policies. Turnover among administrators: 15-30%.

Healthcare Insurance Processing turnover factors: Company size; job roles; industry changes. The processing industry turnover rate tends to be around 10-20%. These are not scientific and variations occur due to geographics and demographics. There may also be staff members staying in the industry, but changing employers.

There was also a question about the Urbana Park District last time. The vendor may have mistaken Parks to be a department within the City. The application was a general renewal with the City.

Commissioner recently should have received a forwarded email about a C-U Reparations Committee.

The Louisiana company that listed Illinois resources for sexual harassment issues has been advised to provide their employees home resources since any issues would be handled as needed within their company and their state's legal system.

F. NEW BUSINESS

1. EEO Workforce Statistics

Mr. Resnick moved to certify certification of six companies as follows:

Bob Ridings Inc	1 year
Busey Bank	2 years
Lauterbach & Amen, LLP	2 years
Michels Construction, Inc.	2 years
Ring Central, Inc.	2 years
Tom Davis Electric, Inc.	1 year

Greg Schroeder seconded the motion.

During discussion, Mr. Resnick explained he recommends Bob Ridings receive a certificate for one year with encouragement to give additional attention to their hiring and promotion of women on their staff.

Additional discussion clarified that a company such as Tom Davis may receive status as minority, women, disabled, or veteran-owned when it is at least 51% owned by someone in one of the categories.

It was clarified that the Busey Bank employee numbers would include employees at branches throughout the nation based on the format of the Workforce Statistics application.

Following the discussion, the motion carried on a voice vote.

G. OFFICER'S REPORT

Ms. Boyd shared her monthly report. Highlights included:

- Status of complaints
- Calls and referrals
- Updated posters and brochures are in and going to property managers
- The brochures also will have a wider distribution in the community
- "Race Forward Annual Conference", November 20-22, in St Louis, is a training opportunity for commissioners. Please indicate by February 9th if you are interested in attending
- The office joined the International Association of Human Rights Agencies. Their annual conference occurs in August.

Follow Up: Ms. Panthen requested Ms. Boyd send an electronic copy of the new brochure to the commissioners. Ms. Boyd stated the brochure was designed by the City's Communications Specialist, Bridget Broihahn. Mr. Resnick inquired about a brochure for City employers. Ms. Boyd stated that would be happening also.

H. ANNOUNCEMENTS

1. This Commission has five openings for new members. Please apply through the City of Urbana.
2. Next Scheduled Meeting: Tuesday, February 13, 2024, at 6:00 p.m. (different week and time)
3. The March meeting is scheduled for Tuesday, March 19, 2023, at 5:30 p.m.

Mr. Resnick stated he has a conflict on the date of the March meeting. An adjustment would need to be made if a new commissioner is not yet in place.

I. ADJOURNMENT

There being no further business before the Commission, Ms. Panthen adjourned the meeting at 5:58 p.m.

Respectfully submitted,

Thomas D. Unzicker
Recording Secretary