



MINUTES OF A REGULAR MEETING **APPROVED**

HUMAN RELATIONS COMMISSION

DATE: Tuesday, November 21, 2023
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 5:34 p.m. The Recording Secretary took the roll. A quorum was present.

B. APPROVAL OF AGENDA

Ms. Panthen asked if there were additions to the agenda. There were none.

C. APPROVAL OF MINUTES

1. October 17, 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

There was none.

E. UNFINISHED BUSINESS

1. 12-22(g) Complaints – Reporting to City Council

Carla Boyd updated the commissioners on preparations to presenting the official report to the City Council about this commission's reviews of complaints. Since the October meeting, Chyvonne Gibson left this commission and moved out of the area.

Ms. Smith has agreed to represent this commission at a Council meeting with Ms. Boyd. The two of them have a PowerPoint presentation in the works, and scheduled to report at the Council meeting of December 11.

2. HRC Vacancies and Recruitment

A photo of the commission and staff was taken immediately before this meeting for a brochure to publicize this commission and assist with recruitment of new members. Ms. Boyd explained that neighborhood associations and area churches are likely venues for outreach. She will share potential dates of events and invite commissioners to join her.

F. NEW BUSINESS

1. EEO Workforce Statistics

Greg Schroeder moved to certify certification of six companies as follows:

Cannon Cochran Management Services Inc.	2 years
Kaskaskia Engineering Group, LLC	1 year
Midwest Asphalt Company	2 years
Total Home & Farm Video Solutions Inc.	2 years
Coe Equipment Inc.	1 year
RH Wine LLC	2 years

Mr. Resnick seconded the motion.

During discussion, clarification occurred on the following items:

- Employee turnover at Coe Equipment
- Some women owned and minority owned businesses indicate pending State certification

Commissioners expressed appreciation for an overhaul of the statistical overview documents used to show company and community demographics included with the EEO certification materials.

Following 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
- Attended a virtual conference of the Government Alliance for Racial Equity (GARE)
- Completed requirements for certification as an ADA Coordinator and successfully passed the exam
- Working with MLK Advocacy for Justice Committee planning events for King's Day weekend
- New American Welcome Center implementing Welcoming Plan on behalf of immigrant community

Commissioners' Follow Up:

- In response to a question from Mr. Resnick, Ms. Boyd clarified that the parties resolved a public accommodation case before any probable cause finding
- In response to a question from Ms. Panthen, Ms. Boyd agreed with the idea of recruiting for Urbana civic involvement at the Welcome Center
- Mr. Schroeder spoke highly about the November 10th "Celebrate Diversity" event held at the University

H. ANNOUNCEMENTS

1. Next Scheduled Meeting: Thursday, December 7, 2023, at 5:30 p.m. (different week and day)
2. January Meeting: Tuesday, January 23, 2024, at 5:30 p.m. (different week)
3. February Meeting: Tuesday, February 13, 2024, at 6:00 p.m. (different week and time)
4. This Commission has five openings for new members

I. ADJOURNMENT

There being no further business before the Commission, Ms. Panthen adjourned the meeting at 5:51 p.m.

Respectfully submitted,

Thomas D. Unzicker

Recording Secretary