



MINUTES OF A REGULAR MEETING

URBANA HUMAN RELATIONS COMMISSION

DATE: Wednesday, September 14, 2016

TIME: 5:30 p.m.

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

MEMBERS PRESENT: Frances Rigberg Baker, Stacie Burnett, Daniel Larson, Peter Resnick

MEMBERS NOT PRESENT: Carol Bradford, Samuel Byndom, Lisa Mosley, Aisha Lamb Sobh,
Katalyna Thomas

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 5:41 p.m. Roll was taken. A quorum was present.

2. APPROVAL OF AGENDA

- a. Mr. Resnick made a motion that the Commission approve the agenda as presented. Ms. Burnett seconded the amended motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously; the agenda was approved as presented.

3. APPROVAL OF MINUTES

- a. August 10, 2016 Meeting
 - i. Ms. Rigberg Baker made a motion that the Commission approve the draft minutes of the August 10, 2016 meeting. Mr. Resnick 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. Project Reports
 - i. Community Relations Project

1. 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. Chair Larson 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. There was no new activity to report. Mr. Bautista noted that a meeting of the members of the Training & Development Project would take place in November 2016.

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. Bruce S. Bonczyk Law Office
 - a. Recommend 2 years
 2. Foster & Foster Consulting Actuaries
 - a. Recommend 1 year
 3. Tyler Technologies
 - a. Recommend 1 year
 4. Applied Research Associates
 - a. Recommend 1 year
 5. Baker Tilly Virchow Krause
 - a. Recommend 1 year
 6. Clark Dietz, Inc.
 - a. Recommend 1 year
 7. Corrective Asphalt Materials
 - a. Recommend 6 months
 8. Farnsworth Group
 - a. Recommend 1 year
 9. Illini Concrete Raising, Inc.
 - a. Recommend 2 years
 10. Open Road Paving Co.
 - a. Recommend 1 year
 11. Rogards Office Plus
 - a. Recommend 1 year
 12. Stark Excavating, Inc.
 - a. Recommend 1 year
 13. United Fuel Co.
 - 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 Bruce S. Bonczyk Law Office for two years; Foster & Foster Consulting Actuaries for one year; and Tyler Technologies for one year. Ms. Burnett seconded the motion. 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. Ms. Rigberg Baker made a motion that the Commission approve Applied Research Associates for one year; Baker Tilly Virchow Krause for one year; Clark Dietz, Inc. for one year; Corrective Asphalt Materials for six months; Farnsworth Group for one year; Illini Concrete Raising, Inc. for two years; Open Road Paving Co. for 1 year; Rogards Office Plus for one year; Stark Excavating, Inc. for one year; and United Fuel Co. for two years. Ms. Burnett seconded the motion. Chair Larson called for a voice vote. All were in favor. The 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. Weck presented the Commission with the monthly budget report.

Mr. Resnick made a motion that the Commission authorize expenditure in the amount of \$125.00 to reimburse Mr. Bautista for supplies purchased with personal funds to be used at Commission/Human Relations Office outreach events. Ms. Rigberg Baker seconded the motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously, with the funds to be debited from the Community Education line item.

Mr. Resnick made a motion that the Commission authorize an increase in the donation to the UP Center of Champaign County from \$50.00 to \$100.00. Ms. Rigberg Baker seconded the motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously, with the funds to be debited from the Grants/Sponsorships line item.

8. ANNOUNCEMENTS

- a.** There were none.

9. ADJOURNMENT

- a.** There being no further business to come before the Commission, Chair Larson declared the meeting to be adjourned at 6:15 p.m.

Respectfully submitted,

Tony Weck
Recording Secretary