



MINUTES OF A REGULAR MEETING **APPROVED**

HUMAN RELATIONS COMMISSION

DATE: Tuesday, May 16, 2023
TIME: 5:30 p.m.
PLACE: Urbana City Council Chambers
Urbana City Building
400 South Vine Street
Urbana, Illinois 61801

COMMISSIONERS PRESENT: Stacie Burnett, Chair; Julie Robinson Schaeffer, Vice Chair; Asako Kinase-Leggett; Peter Resnick; Greg Schroeder

ALSO PRESENT: Carla Boyd, Human Rights and Equity Officer

1. **CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM**
Stacie Burnett called the meeting to order at 5:30 p.m. A quorum was present.
2. **APPROVAL OF AGENDA**
Ms. Burnett called for a motion to approve the meeting agenda. Julie Robinson Schaeffer so moved. Asako Kinase-Leggett seconded the motion. The commissioners approved the agenda by a voice vote.
3. **APPROVAL OF MINUTES**
 - A. **April 18, 2023**
Ms. Burnett called for a motion to approve the minutes from the previous meeting. Greg Schroeder so moved. Peter Resnick seconded. The commission approved the motion by a voice vote.
4. **PUBLIC PARTICIPATION**
There was none.
5. **UNFINISHED BUSINESS**
 - A. **Public Hearing Case # UC 2022-PH1 – Update**
City Attorney David Wesner reviewed that the parties in the case reached a settlement agreement. He reported that Hearing Officer had then issued an order recommending dismissal of the case by the Human Relations Commission. Mr. Wesner fielded questions from the commissioners.

This led to discussion about the agreement, the process of reaching the agreement, and whether the HRC was going to see the entire finalized agreement. The discussion included extensive comments about the role of the Commission in enforcing Ordinance 12-83. Differences between criminal proceedings and civil proceedings were discussed, as well as how this type of administrative proceeding has its own unique differences.

Mr. Resnick voiced opposition to proceeding before the commissioners see the agreement in its entirety, and stated his would be a “no” vote to the Hearing Officer’s order as read.

Ms. Burnett asked if there was a motion to approve the Hearing Officer’s Order Recommending Dismissal. No commissioners responded.

Mr. Wesner stated his schedule has him out of town during the HRC’s scheduled June monthly meeting. He reminded commissioners not to use “reply all” if any follow up email moves on the topic.

B. HREO or Designee EEO Interim Authority – Update

Carla Boyd reported on following up on the question about the HRC authorizing her to approve EEO Certifications in the event the Commission was unable to meet due to a lack of quorum. She stated she had learned the HRC could not authorize her to do so; the City Council retains the authority to make any such change.

Mr. Wesner explained that more than one portion of the code addresses aspects of the vendor certification process. He requested time to explore various options for potentially updating the language. The commission intends to revisit the topic at the June meeting.

6. NEW BUSINESS

A. EEO Workforce Statistics

The commission received 10 EEO Workforce Statistics applications. Six were new and four were renewal applications. Ms. Burnett announced the applications under consideration and the recommended duration of certification after Ms. Boyd’s review:

Applied Pavement Technology, Inc.	2 years
Complete Asphalt Service Co. (CASCO)	2 years
Corrective Asphalt Materials, LLC (CAM)	2 years
Davis-Houk Mechanical, Inc.	No certification
Denler, Inc.	2 years
Freehill Asphalt Inc.	2 years
immixGroup, Inc.	2 years
Infrastructure Engineering, Inc.	2 years
Miller Pipeline, LLC	1 year
Renovart Innovations (Jorge Pena)	2 years

Mr. Schroeder moved to certify the nine companies receiving recommendations with one modification: Applied Pavement would receive one year. Mr. Resnick seconded the motion.

Mr. Resnick clarified Davis-Houk was not being disapproved; the commission simply awaits further information from the company before further consideration. Mr. Schroeder modified his motion to remove reference to Davis-Houk. The motion carried on a voice vote.

7. OFFICER’S REPORT

Ms. Boyd provided an update highlighting:

- Status of complaints
- A candidate to join the HRC goes before City Council next Monday, May 22. Outreach continues.
- She again requested HRC members volunteer for the Jettie Rhodes Neighborhood Day, Saturday, June 24, 2023, in King Park, Noon – 4:00 p.m.

Commissioners' follow-up:

- Ms. Burnett asked about funding for water at the event on June 24. Ms. Boyd stated funding was available from Office of Human Rights and Equity budget.

8. ANNOUNCEMENTS

- A. Any ready 12-22(g) Complaints Reports from commissioners will be on the June agenda
- B. Next meeting: Tuesday, June 20, 2023, at 5:30 p.m.
- C. July meeting: Tuesday, July 11, 2023 at 5:30 p.m.
- D. Ms. Robinson Schaeffer announced she would be stepping down after the June meeting as her commission expires
- E. Ms. Kinase-Leggett announced she will be stepping down due to changing jobs and having a new schedule. She plans July as her last meeting.

Discussion occurred regarding how commission turnover would affect a hearing if it is determined one is needed. The next meeting of the Commission might resolve the question.

9. ADJOURNMENT

There being no further business before the Commission, Ms. Burnett adjourned the meeting at 6:24 p.m.

Respectfully submitted,

Thomas D. Unzicker
Recording Secretary