



MINUTES OF A REGULAR MEETING **APPROVED**

HUMAN RELATIONS COMMISSION

DATE: Wednesday, December 8, 2021
TIME: 5:30 p.m.
PLACE: Urbana City Council Chambers
Urbana City Building
400 South Vine Street
Urbana, Illinois 61801
*Virtually Via Zoom

MEMBERS PRESENT: Asako Kinase-Leggett, Peter Resnick, Frances Rigberg,
Julie Robinson Schaeffer

MEMBERS ABSENT: Carol Bradford, Stacie Burnett

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

Chair Frances Rigberg called this meeting of the Urbana Human Relations Commission to order at 5:30 p.m. Roll was taken. A quorum was present.

2. APPROVAL OF AGENDA

Chair Frances Rigberg called for a motion to approve the agenda. Julie Robinson Schaeffer moved to approve the agenda. Asako Kinase-Leggett seconded the motion. The motion was approved by a roll call vote.

3. APPROVAL OF MINUTES

- a. November 10, 2021
- b. November 16, 2021

Peter Resnick made a motion to approve the minutes from the November 10, 2021 and November 16, 2021 meetings. Asako Kinase-Leggett seconded the motion. Frances Rigberg asked to remove Rev. Florence Caplow from the absent members list because she had resigned before that meeting. The motion was approved by a roll call vote.

4. PUBLIC PARTICIPATION

There was none.

5. UNFINISHED BUSINESS

There was none.

6. NEW BUSINESS

- a. EEO Workforce Statistics
 - Davis-Houk Mechanical

- Duce Construction
- Mack Sales and Service of Decatur
- Rice Tree Service

The EEO Workforce Statistics applications were reviewed. Peter Resnick made a motion to approve Rice Tree Service for 2 years, Davis-Houk Mechanical for 6 months and Duce Construction for 6 months. Julie Robinson Schaeffer seconded the motion. Discussion ensued. Commissioners agreed to not approve Mack Sales and Service of Decatur and ask them to provide documentation of good faith efforts to increase diversity in their workforce.

The motion was approved by a roll call vote.

b. 2022 Initiatives

Commissioners discussed goals and projects they would like to focus on in the coming year. Topics include continuing to work on discrimination in housing issues, housing testing and lack of diversity within unions.

c. Schedule of 2022 Meetings

Chair Frances Rigberg called for a motion to approve the proposed 2022 meeting schedule. Julie Robinson Schaeffer moved to approve the schedule. Peter Resnick seconded the motion. The motion was approved by a roll call vote.

7. PUBLIC PARTICIPATION

There was none.

8. OFFICER'S REPORT

Carla Boyd gave an update on the status of complaints.

Ms. Boyd stated that the initial letter to property owners introducing herself and educating them on the ordinance has been distributed. Letters to landlords that have verified violations will go out soon.

Ms. Boyd recently attended a ribbon cutting for a new female minority owned business in Urbana.

Ms. Boyd discussed current marketing efforts by the City and the HREO to promote Boards and Commissions.

Ms. Boyd shared details about several meetings she has attended recently. She also gave an update on the status of the HRC's name change.

9. ANNOUNCEMENTS

Chair Frances Rigberg shared details from a letter received from an assistant to a state representative that was interested in discussing personal appearance as a protected class.

Peter Resnick announced that Carol Bradford has resigned from the Commission.

10. ADJOURNMENT

There being no further business to come before the Commission, Frances Rigberg declared the meeting to be adjourned at 6:10 p.m.

Respectfully submitted,
 Tamra Jane Corbin
 Recording Secretary