



## MINUTES OF A REGULAR MEETING

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### URBANA HUMAN RELATIONS COMMISSION

**DATE:** Wednesday, June 28, 2017  
**TIME:** 5:30 p.m.  
**PLACE:** Executive Conference Room  
400 South Vine Street  
Urbana, Illinois 61801

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**MEMBERS PRESENT:** Daniel Larson, Peter Resnick, Katalyna Thomas, Carol Bradford, Lisa Mosley, Frances Rigberg Baker,

**MEMBERS NOT PRESENT:** Samuel Byndom, Stacie Burnett

**STAFF PRESENT:** Vacellia Clark, Todd Rent, Preston James, Monique James,

**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 5:35 p.m. Roll was taken. A quorum was present.

**2. APPROVAL OF AGENDA**

- a. Ms. Mosley made a motion that the Commission approve the agenda as presented. Ms. Thomas seconded the motion. Chair Larson called for a voice vote. The motion carried.

**3. APPROVAL OF MINUTES**

- a. May 10, 2017 Meeting
  - i. Mr. Resnick made a motion that the Commission approve the draft minutes of the May 10, 2017 meeting as presented. Ms. Mosley seconded the motion. Chair Larson called for a voice vote. The motion carried.

**4. PUBLIC PARTICIPATION**

- a. There was none.

**5. OLD BUSINESS**

- a. There was none

## **6. NEW BUSINESS**

- a. No new business.

## **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. Lucy Industries Inc.
      - a. Recommend 1 year
    - 2. Sam Packs Five Star Ford
      - a. Recommend 2 years
    - 3. Roland Machinery Co
      - a. Recommend 6 months
    - 4. The Sherwin-Williams Company
      - a. Recommend 2 year
    - 5. Midwest Fiber Recycling
      - a. Recommend 2 years
    - 6. U.S Equipment Sales & Rentals
      - a. Recommend 2 Years
    - 7. CDS Office Systems Inc
      - a. Recommend 1 year
    - 8. Koenig Body & Equipment Inc
      - a. Recommend 1 year
    - 9. Owens Excavating & Trucking
      - a. Recommend 1 year
    - 10. Ray O'Herron's Company
      - a. Recommend 2 year
    - 11. Sak Construction LLC
      - a. Recommend 2 years
    - 12. VCNA Prairie LLC
      - a. Recommend 2 years
    - 13. Visu-Sewer of Missouri
      - a. Recommend 1 year

Ms. Clark gave a brief presentation to the Commission regarding the workforce statistics for each contractor/vendor, all of which were renewals of previous certifications. Comments and questions from the Commission were addressed by Ms. Clark. Ms. Burnett made a motion that the Commission approve Lucy Industries Inc for one year; Sam Packs Five Star Ford for one year; Roland Machinery Co for six year, The Sherwin-Williams Company for two years, Midwest Fiber Recycling for two years, U.S Equipment Sales & Rentals for two years, CDS Office Systems for one year, Koenig Body & Equipment Inc. for one year, Owens Excavating & Trucking for one year, Ray O'Herron's Company for two years, Sak Construction LLC for two years, VCNA Prairie LLC Inc. for 2 years and 13. Visu-Sewer of Missouri for one year Mr. Resnick seconded the motion. Discussion followed requesting that Roland Machinery Co show good faith efforts with hiring more minorities. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously.

### **b. HRO Activity Report**

- i. Ms. Clark presented the monthly activity report to the Commission. Comments and questions from the Commission were addressed by Ms. Clark during the course of his presentation.

**8. ANNOUNCEMENTS**

- a. Todd Rent discussed the direction that that the Human Relations Department is moving. He also introduced Preston James the Community Relations Specialist.

**9. HRC TRAINING**

- a. Donald Jackson held training of the City of Urbana's Ordinance as it pertains to the HRC

**10. ADJOURNMENT**

- a. There being no further business to come before the Commission, Chair Larson declared the meeting to be adjourned at 7 p.m.

Respectfully submitted,

Monique James  
Recording Secretary