



NOTICE OF MEETING
The Regular Meeting of the
CEDAR RAPIDS CIVIL RIGHTS COMMISSION

Will Be Held

Wednesday, October 28, 2015 at 5:30 p.m.

Civil Rights Commission Office
50 2nd Avenue Bridge, 4th Floor, Cedar Rapids, IA

A G E N D A

- I. Call to Order
- II. Roll Call – Introductions
- III. Public Response
- IV. Approval of Minutes from September Meeting
- V. Young Services Project Update – Cristy Hamblin – Police Department
- VI. Report from Chair
- VII. Committee Reports
 - Development & Personnel Committee
 - Finance Committee
 - Outreach Committee
 - Marion Civil Rights Commission Liaison
- VIII. Director’s Report
- IX. Adjournment

NOTICE: Any person needing visual/audio assistance or language interpretation should contact Civil Rights at 319-286-5036 at least 48 hours prior to the meeting.

CEDAR RAPIDS CIVIL RIGHTS COMMISSION (CRCRC)

MEETING MINUTES

September 16, 2015 5:30 p.m.

Civil Rights Commission

50 2nd Avenue Bridge

Cedar Rapids, IA 52401

Commissioners Present: Mr. Keith Rippy, Chair
Ms. Salma Igram, Vice Chair
Dr. Emily Bowman
Mr. Leland Freie
Ms. Laura O'Leary
Mr. Robin Tucker
Dr. Ruth White
Mr. Keith Wiggins

Commissioners Absent: Ms. Ashley Reynolds

Staff Present: Ms. LaSheila Yates, Executive Director
Ms. Judy Goldberg, Investigator
Ms. Alicia Abernathy, Administrative Assistant

Guests: Ken Morris, Paul Hayes

I. Call to Order

Commissioner Rippy, Chair, called the meeting to order at 5:34 p.m.

II. Roll Call/Introductions

Commissioners, staff and guests introduced themselves.

III. Public Response

No public response.

IV. Approval of Minutes from August Meeting

Commissioner O'Leary moved to approve the minutes. Commissioner Tucker seconded the motion, which was unanimously approved.

V. Cedar Rapids Community School District State of Equity Update

Paul Hayes, Cedar Rapids Community School District, provided statistics for employee diversity, student diversity, AP enrollment by ethnicity, AP enrollment of students on free or reduced lunch, Program for Academic and Creative Talent enrollment by ethnicity and free or reduced lunch, % graduated and enrolled in post-secondary institution by ethnicity and suspensions by ethnicity.

Mr. Hayes stated the school district is working to identify and eliminate barriers to address the disparities. Mr. Hayes stated the school district is also working to hire and retain diverse educators.

Ken Morris, Cedar Rapids Community School District, stated work is being done that focuses on cultural consciousness of educators and families. A Diversity Committee has been established and an Equity Plan has been created to address disparities in the school district.

VI. **Report from Chair**

State of Equity Report Update - Education

Commissioner Rippy stated he had no updates to present.

VII. **Action Items**

Motion Authorizing the Executive Director to sign a FY15 Cooperative Agreement with HUD and staff to take additional action as needed to fully execute the agreement.

LaSheila Yates, Executive Director, stated there is an increase in the amount of funds that will be received as compared to last fiscal year. Ms. Yates identified the amounts the Commission would receive for complaint processing, HUD approved training and administrative costs.

Commissioner Tucker asked if the full amount for training is anticipated to be spent. Ms. Yates stated she believe all or majority of the funding for training will be utilized as Investigator Goldberg and Investigator Walther will be completing week one and week two of investigative training. The money is also used to cover cost of travel to the trainings as well. Ms. Yates stated there is a training opportunity on November 6th through the Iowa Civil Rights Commission and if Commissioners want to attend the housing portion of the training it would be covered from this money. Ms. Yates stated additional information regarding the training will be sent out via email.

Commissioner Igram moved to authorize the Executive Director to sign a FY15 Cooperative Agreement with HUD and staff to take additional action as needed to fully execute the agreement. Commissioner White seconded the motion, which was unanimously approved.

Motion approving the State of Equity Report Update (one-sheeter)

Ms. Yates stated a State of Equity Report update was created and approved by the Outreach Committee on Monday, September 14th.

Commissioner Bowman stated the Outreach Committee suggested a few minor corrections in regards to typos but were impressed by the work that has been done in regards to the State of Equity report in regards to follow up.

Commissioner Tucker moved to approve the State of Equity Update (one-sheeter). Commissioner Freie seconded the motion, which was unanimously approved.

VIII. **Committee Reports**

Outreach Committee

Commissioner Bowman stated a quick meeting was held on Monday, September 14th. The Outreach Report was reviewed to show outreach events attended and upcoming events. Outreach events will be scaled due to changes in staff.

Development and Personnel Committee

Commissioner Rippy stated the performance appraisal of Executive Director LaSheila Yates is coming up soon. Commissioners need to complete their evaluations and send them to Commissioner O'Leary. The appraisal will be scheduled in the coming weeks.

Marion Civil Rights Commission Liaison

Commissioner Tucker stated Marion's outreach event was scheduled for October but has been pushed back to February. Marion won't be using the Roll of the Dice game but will be using a different game called Star Power. Judy Goldberg, Investigator, provided the Commission with an overview of how the game works.

Commissioner Tucker stated Marion filled one of two vacancies and is working to fill the other vacancy to be back up to 11 commissioners.

Commissioner White left the meeting at 6:58 p.m.

Commissioner Wiggins left the meeting at 7:00 p.m.

IX. **Mission Moment – CTS Language Link**

Ms. Goldberg stated there has been a need to communicate with complainants, witnesses or respondents that speak languages other than English. Ms. Goldberg stated she researched a lot of places and CTS Language Link is 62 cents per minute and is used by the Iowa Civil Rights Commission. Ms. Goldberg explained how to use the services and stated it is a live person on the phone, no appointment is necessary and they speak approximately 270 languages.

X. **Director's Report**

Ms. Yates stated she will be out of the office starting October 12th until November. Janet Abejo will serve as the person in charge (PIC) during that time. Ms. Yates stated some staff members and the Chair are unable to attend the regularly scheduled meeting in October. Commissioner Rippy stated the October meeting will be moved to October 28th.

XI. **Adjournment**

The meeting was adjourned at 7:10 p.m.

Respectfully submitted by Alicia Abernathy

RED CAPSTONE PROJECT MESSAGE BOX



The Issue:

Our systems value education for all youth. Data shows that current practices impact youth of color significantly.



The Facts:

Of the 233 criminal charges at school in 2012-13, 119 (48%) were students of color



The Solution:

Engage all stakeholders in the process of determining alternatives to filing charges at school



The Plan:

1. Enhance collaborative efforts already in place
2. Engage SRO's
3. Engage secondary administrators
4. Engage families
5. Engage neighborhoods

Through collaboration and change in policy and practice, youth of color will have access to equal educational opportunities

Reducing Ethnic Disparities

A Mentoring Program to Instill Hope and Engagement in At-Risk Youth

“For many kids, hope doesn’t come easily. The intergenerational cycle of low expectations and hopelessness is powerful, but adults have the power to seed hope where none exists.”

Jessica Lahey-2015

Data shows that youth of color are over-represented in the juvenile justice and child welfare systems. Adult mentors have been shown to empower youth of color to break the “school to prison pipeline”.

Cedar Rapids Schools, Juvenile Court, Cedar Rapids Police, and Horizons have teamed up with Big Brother/Big Sisters to provide a mentoring program for at-risk youth ages 11- 14.

“Hope acts as a kind of vaccination against the virulent effects of poverty, addiction, and childhood trauma. “Hope is not just this pie-in-the-sky thing—people who overcome and succeed despite adversity have a sense that ‘I can do this’.”

Jessica Lahey-2015

“Hope is what keeps you getting up when society tells you that you should be down and out. Hope is what keeps you persisting despite adversity.”

Jessica Lahey-2015

For information on how to participate in the RED Mentoring Program—either as a mentor or as a youth—please contact Paul Hayes with Cedar Rapids Schools (319-558-3183) or Kate O’Brien-May with Big Brothers/Big Sisters (319-377-8993)

Cedar Rapids Civil Rights Commission

Director's Report

October 28, 2015

STAFF UPDATES

- **Staff Changes**

- Johnny's Bio:

- *Johnny attained the position of Training and Outreach Specialist as a Public Allies Iowa AmeriCorps Apprentice, and is dedicated to creating a more conscious and inclusive city for generations to come. Johnny was born in Laguna Nigel, California. His family later relocated to the Cedar Rapids area, where he graduated from Washington High School in 2009. Pursuing a swimming scholarship he attended Florida Southern College, where he studied Psychology and Pre-Physical Therapy. In his junior year he came back to Iowa to pursue an Economics BA with an entrepreneurial certificate and a minor in Creative Writing with a focus in poetry. In the spring of 2014, Johnny opened a retail store in Iowa City called Mayfair Men's. He also worked for an environmental nonprofit called League of Conservation Voters, lobbying for the EPA's "Clean Power Plan," as a Field Organizer. In November of 2014 "The League" was picked up by the Bruce Brailey campaign, for having established a very active Climate Action base, and Johnny continued to work as a Field Organizer, for the Iowa Democratic Party and Brass Tactics. After the campaign he was hired by Google Premier Partner, Hibu, as a Digital Strategist where he consulted with medium and small enterprise, and in the spring of 2015 he worked at GoDaddy as a Consultant and Product Specialist. Johnny's strength comes from helping all people and trying to see the humor in everything. His weaknesses are Iowa Public Radio, tiramisu, all animals and writing bios.*

- Johnny will present a Mission Moment, introducing himself and providing information on his assigned projects during the November Commission meeting.

MARION ITEMS

- **Marion Caseload and Mediations:**

- For reporting period September 2014 - September 2015, four cases were filed with the Marion Civil Rights Commission.
- Five were closed during the same reporting period. There is one case on file with the Marion Commission; the housing case that went to public hearing on July 14th. A decision from ALJ is still pending at this time.

- **MCRC Agreements with HUD and ICRC:**

- CRCRC staff will continue to transfer Marion cases to ICRC and HUD, as needed, to avoid any conflict until issues are resolved with agreements. CRCRC staff will continue to provide updates on this matter in the coming months.

- **CRCRC Work Product and Projects: Marion Civil Rights Commission**

- Since the Marion Civil Rights Commission was formed on February 12, 2015, the Cedar Rapids Civil Rights Commission and Staff have assisted in its successful launching through the following means:

- Assisted in the development of Marion Civil Rights Code, Chapter 31
- Assisted in the development of Marion's Rules of Practice
- Assisted in the development of charters for Marion's Outreach, Finance and Development, and Personnel subcommittees
- Assisted in the creation of Marion's Mission and Vision Statements
- Assisted in the creation of Standard Operating Procedures for Intake and Investigation of Marion cases
- Assisted in the preparation and facilitation of the Marion Commission's "Meet and Greet"
- Provided training to Commissioners at MCRC meetings on the following topics between August 2014-September 2015: Case Analysis and Investigation Review, Fair Housing, Employment; Education, Closed Sessions and Public Hearing, Credit, Lawful Sources of Income, and Public Accommodations
- After LaSheila gives the Mediation & Conciliation training in October, will have given presentations on all areas Marion covers
- Prepared New Commissioner notebooks for each new member
- Developed a billing system to invoice MCRC for staffing services
- Gave orientation presentation to each new member and provided each member with a notebook that the Marion Commission can duplicate and present to all new incoming members
- Prepared agendas and attended and assisted at Executive Committee and regular Civil Rights Commission meetings
- Will train Marion Outreach Committee in StarPower on October 22
- Included Marion Chair and Vice Chair in trainings provided to Landlords of Linn County and Cedar Rapids Association of Realtors to help Marion establish relationships
- A total of 8 Marion cases have been opened with the CRCRC since 2012 including five Employment and three Housing.
- There is currently one case still open with the CRCRC and is in the Public Hearing stage
- The Public Accommodations training took place on September 2, 2015 and Mediation/Conciliation training took place on October 7, 2015. These were the last trainings the Commission had committed to provide to the Marion Commission (with the exception of Train-the-Trainer).

INFORMATIONAL ITEMS

- **EnerGov System Update**

Project Lead: Janet

- Staff met with City of Cedar Rapids IT personnel on September 16th regarding reports and on September 17th regarding configuration.
- The team will continue to coordinate with IT to develop and implement a process to continually assess the effectiveness of EnerGov. It is imperative the CRCRC uses a systematic process to measure and safeguard desired outcomes.

- **CRCRC's Smart Phone Application Redesign**

Project Lead: Alicia

- Staff launched the Smartphone Application on October 9th and it is available for download on iPhones and Androids.

OUTREACH AND EDUCATION

- **Media**

- Janet represented the Cedar Rapids Civil Rights Commission in a live interview by KCRG news on October 19th on the 5:00 pm news about the relaunch of the Commission's updated Smartphone Application.
<http://www.kcrg.com/subject/news/government/civil-rights-commission-re-launches-app-to-better-serve-community-20151019>

- **CRCRC Community Quarterly Trainings**

Project Lead: Bernie

- *EEOC Training for HR Professionals & Public:*
EEOC Training was postponed due to issues with the Training Agreement. Randy Hartman in Finance will continue to work with Maria Flores at EEOC to finalize the contract. Once contract is finalized, we will propose a different date.
- *Mediation Training:*
Training Agreement is in final stages. Randy Hartman is working closely with Annie Tucker to get a signed agreement. Staff training will be Nov. 17, public training Feb. 9. Staff will publicize more detail once the contract is signed.
- *Civil Rights Movie Night:*
Staff is working with the CR Public Library on a showing of the movie "Selma." The Library is working on obtaining rights to the video and volunteered to cover the cost. The event is tentatively set for Sunday, January 17, 1-5pm timeframe.

- **New Hire Orientation**

Project Lead: N/A

Bernie Walther and Judy Goldberg sat in on trainings with Jan Rushford from the HR Department and with Investigator Janet Abejo. Bernie Walther is scheduled to conduct the November 2015 NHO training.

- **Staff Training**

- Judy Goldberg and Bernie Walther provided the Fair Housing Training as part of Safe CR on October 20, 2015.
- Alicia Abernathy, Judy Goldberg, and Commissioner Igram are scheduled to attend the Iowa Civil Rights Commission Symposium on Friday, November 6, 2015.
- Janet Abejo is scheduled to attend a Mediation Training provided by Mediation Services of Eastern Iowa on Friday, November 6, 2015.

Respectfully submitted by

LaSheila Yates
Executive Director

Agency Outreach Performance

Performance Indicators: <i>50% of participants rating presentations & events as satisfactory or better</i>							
<i>15% of increased knowledge in participants after trainings</i>							
	July	August	September	October	November	December	YTD Total
% of participants rating presentations & events as satisfactory or better	N/A	N/A	N/A				
% of increased knowledge in participants after trainings	N/A	N/A	N/A				

Agency Customer Service Performance

Performance Indicators: <i>Average customer service rating of 2.5 or higher on a 5 point scale</i>							
	July	August	September	October	November	December	YTD Total
Average Intakes customer service rating	N/A	5	5				
Average Investigations customer service rating	N/A	N/A	N/A				
Average Outreach customer service rating	N/A	N/A	5				

Agency Case Investigation Performance

Performance Indicators: <i>85% of non-housing cases investigated in 300 days or less</i>							
<i>50% of housing cases investigated in 100 days or less</i>							
	July	August	September	October	November	December	YTD Total
Cases filed	0	3	2				5
Intakes in Progress	3	2	3				8
Cases closed - Housing	0	0	0				0
- no probable cause determination (%)	N/A	N/A	N/A				N/A
- probable cause determination (%)	N/A	N/A	N/A				N/A
- administrative closure (%)	N/A	N/A	N/A				N/A
- settlement (%)	N/A	N/A	N/A				N/A
- public hearing (%)	N/A	N/A	N/A				N/A
Number of Housing cases closed on time (100 Days)	N/A	N/A	N/A				N/A
% of Housing cases closed on time (100 Days)	N/A	N/A	N/A				N/A
Cases closed - Non-Housing	0	0	0				0
- no probable cause determination (%)	N/A	N/A	N/A				N/A
- probable cause determination (%)	N/A	N/A	N/A				N/A
- administrative closure (%)	N/A	N/A	N/A				N/A
- settlement (%)	N/A	N/A	N/A				N/A
- public hearing (%)	N/A	N/A	N/A				N/A
Number of Non-Housing cases closed on time (300 Days)	N/A	N/A	N/A				N/A
% of Non-Housing cases closed on time (300 Days)	N/A	N/A	N/A				N/A
Average age of complaint caseload (days)	N/A	27	47				N/A

Cedar Rapids Civil Rights Commission Case Report - October 22, 2015

Cases Filed September 2014 - September 2015		
September 2014	3	3 Emp
October 2014	4	2 Emp, 1 Hsg, 1 PA
November 2014	0	
December 2014	5	3 Emp, 2 Hsg
January 2015	2	2 Emp
February 2015	2	1 Emp, 1 Hsg
March 2015	10	5 Emp, 4 Hsg, 1 Edu
April 2015	0	
May 2015	0	
June 2015	0	
July 2015	1	1 Emp
August 2015	2	1 Emp, 1 Hsg
September 2015	2	2 Emp
TOTAL FILED	31	

Cases Closed September 2014 - September 2015		
September 2014	3	2 Emp, 1 Hsg
October 2014	10	7 Emp, 2 Hsg, 1 Edu
November 2014	2	2 Hsg
December 2014	5	4 Emp, 1 Hsg
January 2015	1	1 Emp
February 2015	28	21 Emp, 1 Hsg, 2 Edu, 3 PA, 1 Credit (24 Transferred to ICRC)
March 2015	9	7 Emp, 1 Hsg, 1 Credit
April 2015	3	3 Emp (1 Marion)
May 2015	23	18 Emp, 3 Hsg, 1 Edu, 1 PA (18 Transferred to ICRC - 1 Marion Emp)
June 2015	3	1 Emp, 2 Hsg
July 2015	1	1 Emp (Marion)
August 2015	1	1 Hsg (Marion)
September 2015	0	
TOTAL CLOSED	89	

Settlements September 2014 - September 2015		
September 2014	2	\$ 1,514.00
October 2014	1	\$ 300.00
November 2014	0	\$ -
December 2014	0	\$ -
January 2015	0	\$ -
February 2015	1	\$ 390.00
March 2015	1	\$ 15,000 (Marion)
April 2015	0	\$ -
May 2015	0	\$ -
June 2015	0	\$ -
July 2015	0	\$ -
August 2015	0	\$ -
September 2015	0	\$ -
TOTAL	5	\$ 2,204.00

Case Assignments		
Abejo, Janet	3	1 Emp, 2 Hsg (1 Marion)
Goldberg, Judy	2	1 Emp, 1 Hsg
Walther, Bernie	2	1 Emp, 1 Hsg
TOTAL ASSIGNED	7	

Additional Case Status		
Out w/Commissioners	0	
Public Hearing	2	2 Hsg (1 Hsg - Marion)
Conciliation in process	0	
Intakes In Process	3	

Average Days of Open Cases	August	September
Including Post PC Finding (i.e. Conciliation, Public Hearing)	244	199
Not including Post PC Finding	129	109



CASES FILED AND CLOSED: September 2014 - September 2015

For reporting period September 2014 – September 2015, **31 cases** were **filed** with the Cedar Rapids Civil Rights Commission. Of those 31, 20 (65%) were employment, 9 (29%) housing, 1 (3%) public accommodation, 1 (3%) education, and 0 credit.

A total of **89 cases** were **closed** by the Cedar Rapids Civil Rights Commission during the same reporting period. Of those 89, 65 (74%) were employment, 14 (16%) housing, 4 (4%) public accommodation, 4 (4%) education, and 2 (2%) credit. The chart below shows the areas for all cases filed and closed during this reporting period:

