



# 2014 Annual Report

Cedar Rapids  
Civil Rights Commission

Cedar Rapids Civil Rights Commission  
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## **From the desk of the Commission Chair**

First, I'd like to thank the Civil Rights Commission staff for their hard work on this year's annual report. It is an outstanding document depicting the commitment and dedication of both the staff and the Commissioners.

This was definitely a transition year for the Cedar Rapids Civil Rights Commission (CRCRC). The staff underwent changes in executive directors, interim directors, front line personnel as well as relocating offices. Through it all, the staff remained focused on their mission, providing exceptional service to the community. The move is now complete as the commission has returned to its former "home" in the Veteran's Memorial building, a much more accessible location.

LaSheila Yates has provided excellent leadership since becoming the Commission's Executive Director. Under her guidance, the Commission staff is going "back to the basics" and concentrating its efforts on the core mission. The "Rules of Practice" have been updated, case performance standards have been adopted, standard operating procedures for investigations have been developed, an education and outreach plan was created, and a plan for the state of equity report is being formulated at this time.

I look forward to a new year that holds great promise for our community and the vital role the Cedar Rapids Civil Rights Commission plays in the quality of life of our citizens. It is a tremendous responsibility but I know that LaSheila, her outstanding staff, and our group of dedicated Commissioners are up to the task. It is truly a privilege to be associated with such remarkable people.

Respectfully,

A handwritten signature in black ink, appearing to read "Keith M. Rippy". The signature is fluid and cursive, with a long, sweeping tail that loops back under the name.

Keith M. Rippy  
Commission Chair

## HIGHLIGHTS & ACCOMPLISHMENTS OF 2014

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### Hiring of the New Executive Director – LaSheila Yates



The Cedar Rapids Civil Rights Commission is pleased to announce LaSheila Yates as the new Executive Director, effective August 28, 2014. LaSheila is excited to bring her background in public policy, civil rights enforcement, governmental financial management, organizational process improvement and development, team building, and cultural competency to the Commission.

She received her Bachelor of Science in Sociology in 2004 and Master of Arts in Social Science from Southern University A&M College (Baton Rouge, LA) in 2005, while also serving as a Heavy Construction Engineer in the Louisiana Army National Guard. LaSheila completed Officer Candidate School and was commissioned as a 2<sup>nd</sup> Lieutenant in 2005. She then received a Master of Arts in Sociology for Southern Illinois University (Carbondale, IL) in 2007.

Ms. Yates joined the City of Cedar Rapids in 2008 as a Civil Rights Investigator and was promoted in 2010 to the position of Housing Programs Manager in the Community Development Department. In that position, she was responsible for providing management, compliance, and operational functions for the Section 8 Housing Choice Voucher (HCV), Family Self-Sufficiency (FSS), and Homeownership programs. She managed an annual operating budget of over 5.9 million in federal dollars. The funding supported rent subsidies for an average of 1,200 families, primarily residing in Linn and Benton counties.

#### **Professional Accomplishments:**

- Provided direction that led to over 97 families increasing their household income, totaling approximately \$1.2 million, with an average increase of \$12,000 per household in 2013.
- Secured \$414,000 in Family Self-Sufficiency program renewal grant funding.
- Worked in partnership with the with the Iowa Department of Human Services, Four Oaks, the Affordable Housing Network, and Corporation for Supportive Housing in developing a Child Welfare and Housing Section 8 HCV waiting preference for up to 75 families with children that are homeless or at risk of homelessness.
- Provided direction to staff that resulted in the timely completion of 25 action items from the Section 8 HCV program 2010 LEAN Event. These actions eliminated unnecessary paperwork, resulting in staff communicating a consistent message about the program, and streamlined key processes.
- Provide staff oversight and direction that improved the Section 8 HCV program's public relations through the development of quarterly Landlord Section 8 Orientations and various program publications.
- Increased program criminal screening requirements to reflect best practice research and address public comments, resulting in increased program quality.

During her leisure, LaSheila enjoys giving back to her community through volunteerism. She serves on numerous boards including United Way of East Central Iowa, the Area Substance Abuse Council (ASAC), and Foundation 2. LaSheila is also the past Chairperson of the Iowa Commission for Persons with Disabilities and former board member of the Iowa Department of Human Rights. LaSheila enjoys working with youth and serves as the Scout Master for Boy Scouts Troop 4. She is also an Assistant Coach and Mentor for First Tech Challenge (FTC) team, Black Engineers of Tomorrow (B.E.T.).

LaSheila has been acknowledged by the local community for leadership and community engagement. She is a 2010 Corridor Business Journal *Forty Under 40 Emerging Leaders* recipient, an African American Museum of Iowa 2013 *History Maker*, Women's Equality Coalition of Linn County 2014 *Women of the Year*, and is an Iowa Association of Business and Industry Foundation 2014 *Leadership Iowa* graduate.

LaSheila is married to Christopher Yates, Senior Software Engineer at Rockwell Collins, and has a dog named Princess.

***Quote From the Executive Director – LaSheila Yates***

“On behalf of our Commissioners and the entire Cedar Rapids Civil Rights Commission staff, I am pleased to present to you our 2014 Annual Report. We feel this report reflects the stewardship, dedication, and accomplishments in fulfilling the Commission’s mission. It reminds us that we are still carrying out the hard work and sacrifice of civil rights workers that came before us. It also challenges us to see farther than those giants could envision and to grasp further than they were able to see in their foresight. It also reminds us that we must continue to work collaboratively as a community and stand with perseverance as we continue our works in building an inclusive community. As you will read, the CRCRC continues to be a leader in making Cedar Rapids an inclusive community where all are given the opportunity to live, play, and grow.”

LaSheila is a results-oriented and visionary leader. In partnership with the Commissioners and professional staff, LaSheila aspires to transform the Commission’s mission and vision statements into tangible results.

Since her onboarding, she has worked with the Commission in establishing case processing performance goals to address its current backlog. She has also worked with the staff to develop the following departmental goals:

- Strategic and Well Planned Educational Outreach
- Timely Investigation of Cases and Completion of Projects
- High Quality Customer Service and Technical Assistance Delivery

Overall, LaSheila looks forward to bringing her experience and professional background to support the Commission’s vision for growth and development.

**Performance Standards for Cases**

‘Tis the season for resolutions! Just in time to ring in the New Year, the Cedar Rapids Civil Rights Commission has developed “resolutions” of its own by creating several performance standards for the investigation of discrimination cases in our community. These standards were created keeping our mission, vision and purpose in mind, with the ultimate goal of improving the agency’s overall performance.

**Mission**

*To promote and protect equality under the law.*

**Vision**

*A Cedar Rapids Community that is welcoming, inclusive and preserves the personal dignity all people regardless of their age, color, creed, disability, familial status, gender identity, marital status, national origin, race, religion, sex, or sexual orientation so that we all may fulfill our productive capacities.*

## **Purpose**

*To secure for all individuals within the City of Cedar Rapids freedom from discrimination because of age, color, creed, disability, familial status, gender identity, marital status, national origin, race, religion, sex, or sexual orientation in connection with employment, public accommodations, housing, credit, and education; and thereby to protect the personal dignity of these individuals, to ensure their full productive capacities, to preserve the public safety, health, and general welfare, and to promote the interests, rights, and privileges of individuals within the City of Cedar Rapids.*

The Commission reached out to other civil and human rights agencies across the State of Iowa to gather information on best practices. Comparable agencies were inquired regarding number of staff, roles and responsibilities, average caseload, as well as several other factors. A special thank you to the Iowa City Human Rights Commission, Davenport Civil Rights Commission, Waterloo Commission on Human Rights, Des Moines Human Rights, Sioux City Human Rights, Council Bluffs Civil Rights Commission, Dubuque Human Rights Commission, and the Iowa Civil Rights Commission (State) for sharing their best practices. Their assistance provided the Commission with the information needed to create appropriate performance standards for our agency.

Historically, a performance standard regarding the timeline for non-housing investigations has not been established and/or upheld. Conversely, pursuant to CRCRC's contractual relationship with the U.S. Department of Housing and Urban Development (HUD), as a Fair Housing Assistance Program (FHAP), the Commission is held to the performance standard of investigating at least 50% of housing cases within 100 days. It is with this information in mind, as well as the information provided from similar agencies that the Commission has established the following performance standards for case investigations:

- 1. 85% of all non-housing investigations closed within 300 days from the date the official charge is signed for all cases received on or after July 1, 2015.*
- 2. 50% of all housing investigations closed within 100 days from date of filing, effective immediately.*

In the process of creating the above-mentioned performance standards, it is worthy to note the Commission's recent accomplishments in regards to the investigation process.

## **Accomplishments**

1. 60% increase in cases received by the CRCRC.
2. Completed Lean Process for Investigation Procedures in 2014.
3. Developed Standard Operating Procedures (SOPs) for investigation of housing and non-housing cases in 2014.
4. Created investigation workflow for non-housing and housing cases in 2014.
5. Hired three additional staff members in 2014: 1 Investigator (Regular, Full-time), 1 Investigator (Temporary, Full-time), and 1 Education & Outreach Coordinator (Temporary, Full-time).

In addition to the case investigation performance standards, the Commission is currently working towards establishing education and outreach, as well as customer service performance, standards. Keep an eye on future newsletters for more updates on the Cedar Rapids Civil Rights Commission, as we continue to strive towards excellence!



## **Introducing the City of Marion Civil Rights Commission**

In 2010, the City of Marion leaders took note that it would soon be required by Iowa law to have a Civil Rights Commission. Iowa Code 216.19 requires all cities with a population of twenty-nine thousand, or greater, to maintain independent local civil rights agencies or commissions.

On February 16, 2012, the City of Marion and the City of Cedar Rapids entered into a 28E Agreement for the performance of staffing services for the Marion Civil Rights Commission pursuant to the agreement. Under the 28E Agreement, an initial \$5,000 is provided to the CRCRC from the Marion Civil Rights Commission each year to cover the cost of initial setup. Such items include assisting with the development of the Commission's Rules of Practice, Committee Charters, Standard Operating Procedures, and mutually beneficial public education functions. In addition, as part of the initial setup CRCRC staff will provide Commissioner training as needed and warranted.

### ***Quote From the Marion Civil Rights Commission Chair – Steve Moshier***

“It is the mission of the Marion Civil Rights Commission to engage in proactive outreach measures to ensure that the Marion Community is welcoming and inclusive, as well as to preserve the personal dignity of all individuals within the City of Marion. Partnering with the staff of the Cedar Rapids Civil Rights Commission will help us achieve our mission.”

### ***Quote From the Marion Civil Rights Commission Vice Chair – Joe Stutler***

“Marion residents are very fortunate to have diverse, knowledgeable and engaged citizen volunteers on their Civil Rights Commission. When their energy is combined with a dedicated and competent staff, the mission of safeguarding the rights of all who live, work, learn and play here can be realized. It is an honor and privilege to be a part of this solutions-oriented body.”

## **Rules of Practice Revisions**

The new Chapter 69 of the City Ordinance was approved and went into effect January 2012. The CRCRC Rules of Practice were last revised in March 2006. In May 2014, the process of updating the CRCRC's Rules of Practice to correspond with the new Chapter 69 began. After the CRCRC vetted a proposed revision of the ROP through the Cedar Rapids City Attorney's Office, an Ad Hoc ROP Committee was formed to review the City Attorney's comments.

The significant overall changes to the Rules of Practice include the creation of a revised framework to compliment the new Chapter 69 of the City Ordinance, inclusion of the CRCRC's revised mission and vision, clarification and correlation of complaint processing procedures with standard operating procedures, and clarification of the roles and responsibilities of the Executive Director and the Commission. In November of 2014, after six months hard work, the CRCRC adopted a revised version of its Rules of Practice.

## **State of Equity Report**

Cedar Rapids is a wonderful place to live, raise a family, and start a business; however, we cannot stop there. We want to make sure that Cedar Rapids is a place where all of its citizens can experience dignity, fairness, and the fruits of building a greater community now and for the next generation.

As part of our 50 Year Celebration, the Cedar Rapids Civil Rights Commission (CRCRC) engaged over 60 organizations and 89 individuals in the creation of the “State of Equity in Cedar Rapids Report.” This project used Community-Based Participatory Research (CBPR) to take a snapshot of any disproportionality that may be found throughout systems in our great city. Our hope is that this

effort will inform community leaders and policymakers so that together we can ensure our community is welcoming and inclusive of all people.

In November and December 2013, the CRCRC convened six content expert subcommittees to look at state and local data in order to identify areas, or systems, where disproportionalities may exist. The committees included 89 individuals representing over 60 organizations who contributed their knowledge towards finding and distilling relevant research and data.

In February and March 2014, the initial data was presented to hundreds of Cedar Rapids residents for their review and recommendations. The group included the faith community, university and college faculty, policymakers, business owners, non-profit workers, students, and local community organizers. Their feedback has been integrated into this final report.

On April 23, 2014, the data gathered in this report was shared with 427 attendees during the Cedar Rapids Civil Rights Commissions Fair Housing Summit, “Building an Inclusive Community, One Neighborhood at a Time.”

Diverse and inclusive neighborhoods with access to good schools, available jobs, accessible health care, safe neighborhoods, and affordable housing are crucial to our community’s prosperity. The April 2014 Summit was designed to bring together representatives from different sectors, such as underserved and underrepresented communities (communities of color, immigrants, LGBT, people with disabilities, etc.), local, state and federal government, philanthropists, economic development entities, neighborhood associations, realtors, non-profit organizations, businesses, etc., to create a community where we ALL want to live and grow.

The Summit's format included:

- Identifying the gaps (who is being left out from our community's success);
- Learning about national, state and local strategies that have worked to resolve those gaps;
- Working together to identify possible solutions.

The Commission will be taking action on the State of Equity Report in 2015.

### **Creation of the Education & Outreach Plan**

The first-of-its-kind CRCRC’s Education & Outreach Action Plan was accepted by the Education and Outreach Committee in October, 2014. The document intends to establish a route for educational programs and events which carry forth the visions and goals of the Cedar Rapids Civil Rights Commission. The plan aims to be a proactive and dynamic platform which will help us evaluate our efforts moving forward and enhance our activities in the future. As a result, high-quality trainings and events will become the norm, increasing the awareness and education in regards to the existing anti-discrimination laws and the CRCRC’s role in our community.

### **Relocation to Veteran’s Memorial Building**

It is with great pleasure we announce we opened our doors at a more convenient location. Our new location is centrally located at the Veteran’s Memorial Building on the 2<sup>nd</sup> Avenue Bridge on May’s Island. Our address is now 50 2<sup>nd</sup> Avenue Bridge, 7<sup>th</sup> Floor, Cedar Rapids, IA 52401. Our phone number remains (319) 286-5036 and our office email remains [civilrights@cedar-rapids.org](mailto:civilrights@cedar-rapids.org).

## IN REMEMBRANCE

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### **Remembering Darryl Lipscomb**

Darryl Lipscomb was a cornerstone for the Cedar Rapids Civil Rights Commission. He was a mentor to many Civil Rights Investigators and generously shared his expertise. Since 1989, he served the Commission as a Compliance Manager, Civil Rights Investigator, and Mediator. He was credentialed as a Professional Human Rights Worker and a graduate of the National Fair Housing Training Academy in Washington, DC. Darryl also served as Adjunct Faculty/Counselor in the Student Development Office at Kirkwood Community College and was a member of the Kirkwood EEO/Affirmative Action Advisory Board. He earned his Bachelor's Degree in Mass Communications and a Master's in Education and Student Development Administration, both from the University of Wisconsin-LaCrosse.



Darryl was very active in the community and served on numerous boards including the Iowa Olmstead Consumer Task Force, the Iowa American Civil Liberties Union, Iowa Commission on the Status of African-Americans, a life member of the NAACP, and a life member of Kappa Alpha Psi Fraternity. In 1986, he was named to Outstanding Young Men in America and in 2013 earned the Parker Multicultural Alumni Award.

Darryl will be remembered for his compassionate heart, incredible love for his family and friends, and his quiet strength. He touched many people throughout his life and is deeply missed.

### **Remembering Tommy Tucker**

I.L. "Tommy" Tucker was one of the 15 original Commissioners of the Human Rights, now Civil Rights Commission for the City of Cedar Rapids. In 1963, Mayor Robert M.L. Johnson appointed 15 local leaders to serve on a local Mayor's committee that would become today's Commission. Mr. Tucker served from 1963 to 1995, which was the longest length of service to the Commission. He chaired the Commission multiple times.



Born Irvin Lee, his nurses at the Council Bluffs hospital gave him the nickname Tommy. He moved to the Cedar Rapids area shortly after his birth. He went to elementary school at Hayes School, surrounded by Czech Heritage. He picked up a little on the Czech language and culture. He later moved to the SE side area, where he spent his junior and senior high days in Wellington Heights at his family home. The room over the garage had a juke box and was a popular gathering place.

His interaction with fellow black students at McKinley, along with a family trip to Louisiana, during the days of segregation, influenced him greatly on his views of equality.

Former executive director Karl Cassell and current Commissioner, Robin Tucker (Tommy's youngest son) interviewed Tommy for the Commission back in the summer of 2011. He was recognized at a ceremony held by the Friends of the Civil Rights Commission.

#### ***Tommy's obituary as published by The Gazette:***

*Irvin Lee "Tommy" Tucker, 87, of Saddle-Brooke, Ariz., passed away Aug. 2, 2014. Tommy was born in Council Bluffs, Iowa, on May 9, 1927. He quickly relocated to Cedar Rapids, where he was raised and lived the majority of his life.*

*He graduated from McKinley High, then entered the U.S. Navy ahead of the end of World War II. He later attended Coe College, where he met LaVerne Swanson. He worked with family throughout his early career, including Tucker Mfg. Co. Inc., beginning in 1945. They married Jan. 9, 1949.*

*In 1955, Tommy entered the real estate industry. He began Tommy Tucker Realty Co. in 1958. He was a former local board president, state president, as well as a national regional vice president. He retired as Realtor Emeritus.*

*He was very active in business, political affairs, Rotary, his church and community up until his death. He was an inaugural commissioner (1963-1995) for the Cedar Rapids Civil Rights Commission.*

*He enjoyed time with family and friends throughout his life. They built their Tucson home in 1998.*

*He is survived by his wife of 65 years, LaVerne; children: Marcia (Chester) Crawley, Terry Tucker and Robin (Carole) Tucker; and four granddaughters.*

*A Celebration of Life will be 1 p.m. Saturday, Aug. 16, at St. Paul's United Methodist Church, 1340 Third Ave. SE, Cedar Rapids.*

*Memorial donations may be made to St. Paul's United Methodist Church or The Rotary Foundation.*

## **MISSION STATEMENT**

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City of Cedar Rapids Civil Rights Commission Mission Statement:

*To promote and protect equality under the law.*

The Cedar Rapids Civil Rights Commission is an Administrative Law Agency which exists to:

- ◆ Provide education and outreach to the community on civil rights and fair housing issues;
- ◆ Receive citizen inquiries alleging discrimination;
- ◆ Determine jurisdiction under federal/state/local civil rights laws.

If inquiries are jurisdictional, to:

- ◆ Investigate the complaints;
- ◆ Conduct mediation/conciliation to resolve complaint allegations;
- ◆ Recommend findings after a complaint is investigated;
- ◆ Assist in the public hearing process.

If inquiries are not jurisdictional, to:

- ◆ Refer citizens to appropriate agencies for assistance.

## **WHO WE ARE**

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The Cedar Rapids Civil Rights Commission (CRCRC) is the Local Administrative Law Agency charged with securing all individuals within the Cities of Cedar Rapids and Marion from discrimination because of age, color, creed, disability, family status, gender identity, marital status, national origin, race, religion, sex or sexual orientation in connection with employment, public accommodations, housing, credit, and education.

Civil Rights law codifies the basic rights that all people of a society are supposed to have, e.g. the right to vote or to receive fair treatment from the law. It is the “bottom” or “the line we shall not cross” when it comes to decency towards our fellow community members. The commission’s work

goes beyond investigation and enforcement. It goes towards making our community a place where we all, in the fullness of our diversity, want to live.

The Commission is composed of eleven volunteer members, who are appointed by the Mayor, with City Council approval, for a three-year term. Each may serve three consecutive three-year terms. This is a policy-making body, which directs the Commission staff. Commissioners are also involved in revising the local civil rights ordinance and assisting staff members in their efforts to enforce these laws. The Commission annually elects a Chairperson and a Vice-Chairperson. Regularly scheduled public meetings take place on the third Wednesday of each month.

## **LOCAL CIVIL RIGHTS LAW**

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Prohibits discrimination/different treatment in education, employment, housing, credit, and public accommodations because of:

- ◆ Age (18+)
- ◆ Association (with a protected class)
- ◆ Color
- ◆ Creed
- ◆ Familial and Marital Status
- ◆ Gender Identity
- ◆ National Origin
- ◆ Mental or Physical Disability
- ◆ Race
- ◆ Religion
- ◆ Retaliation
- ◆ Sex (gender, pregnancy, sexual harassment)
- ◆ Sexual Orientation
- ◆ Lawful Source of Income (*Marion only*)

## **OVERVIEW OF THE COMPLAINT PROCESS**

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There are 12 steps in the complaint process:

- |                          |                 |                  |                    |
|--------------------------|-----------------|------------------|--------------------|
| 1. Filing                | 4. Cross-Filing | 7. Screening     | 10. Finding        |
| 2. Jurisdictional Review | 5. Answer       | 8. Mediation     | 11. Conciliation   |
| 3. Notice                | 6. Rebuttal     | 9. Investigation | 12. Public Hearing |

*From the time the Commission receives the complaint to the time the investigation is completed and a finding has been made, the Commission is a neutral fact-finder and represents neither party.*

1. **FILING:** The Complainant (the person who alleges the discrimination) submits a complaint to the Civil Rights Commission for review.
2. **JURISDICTIONAL REVIEW:** When a signed/verified complaint is received, it is reviewed to determine whether it meets legal requirements of the Cedar Rapids Civil Rights Ordinance or the Marion Civil Rights Ordinance (Chapter 69 of the Municipal Code of Cedar Rapids, or Chapter 31 of the Municipal Code of Marion). A complaint must be filed with the Commission within 300 days (365 days for housing complaints) of the last alleged discriminatory incident.
  - a. If the complaint does not meet the statutory requirements, the Complainant is notified that the Commission does not have jurisdiction and the complaint is closed. Where possible, the Complainant is referred to another agency.
  - b. If the complaint meets the statutory requirements, a charge of discrimination is drafted by the Commission and signed by the Complainant. The charge is given a Complainant number.
3. **NOTICE:** A copy of the formal complaint is mailed to the Complainant. Another copy is served to the **Respondent** (the person or organization charged in the complaint with a violation

of Chapter 69 of the Municipal Code of Cedar Rapids or Chapter 31 of the Municipal Code of Marion, and Iowa Code Chapter 216).

4. **CROSS-FILING:** The complaints (except housing cases) are automatically cross-filed with the Iowa Civil Rights Commission; employment cases are also cross-filed with the Equal Employment Opportunity Commission (EEOC). Housing cases are automatically cross-filed with the Department of Housing and Urban Development (HUD). The Iowa Civil Rights Commission and HUD register the charges and defer to the Cedar Rapids Civil Rights Commission to conduct the investigation unless the Complainant specifically requests that the state or federal agency handle the case.
5. **ANSWER:** The Respondent is required to answer the charge and submit any requested records or relevant documents as requested.
6. **REBUTTAL:** When the Commission receives the Respondent's position statement to the charge of discrimination, the Complainant is given a copy of the response and the opportunity to refute the statements made by the Respondent and/or submit additional information.
7. **SCREENING:** All information is reviewed to determine whether further investigation is warranted.
  - a. If further investigation is not warranted, the complaint is administratively closed.
  - b. If further investigation is warranted, the parties will be given the option of mediation (a no-fault settlement).
8. **MEDIATION:** Both parties must agree to mediate for this option to become available. If mediation is not mutually accepted by the parties or mediation fails, the complaint will be assigned to the investigation unit or a letter of *right-to-sue* may be requested (see below). Mediation is available throughout the investigative process, even if it initially fails.

***RIGHT TO SUE:** After the complaint has been on file for sixty (60) days, the Complainant can choose whether the complaint will remain with the Cedar Rapids Civil Rights Commission for investigation and resolution or whether the complaint will be removed from the Commission and pursued by the Complainant in state district court. If the Complainant's choice is to take the case to court, the complaint will be administratively closed with the Commission and no further action will be taken.*
9. **INVESTIGATION:** During the investigation, each party is usually interviewed and additional records are collected. Witnesses may also be contacted and interviewed. When the investigation is complete, the investigator will analyze all of the collected information and write an investigative report.
10. **FINDING:** The investigative report is given to a Commissioner on the Civil Rights Commission who reviews the report and recommends whether probable cause or no probable cause exists that discrimination occurred.
  - a. If the Commission finds No Probable Cause, the complaint is closed. A No Probable Cause finding terminates the Complainant's right-to-sue with the Iowa Civil Rights Commission.
  - b. If the Commission finds Probable Cause, the complaint will move to conciliation.
11. **CONCILIATION:** With a probable cause finding, the complaint is assigned a conciliator who will contact the parties and attempt to conciliate or settle the complaint.

12. **PUBLIC HEARING:** If the conciliation fails, the complaint will be reviewed to determine whether it should proceed to public hearing. If the complaint is selected for public hearing, an Administrative Law Judge will hear the case in accordance with the “Iowa Administrative Procedure Act.” If not selected for public hearing, the complaint will be administratively closed and the Complainant may request a letter of right-to-sue with the Iowa Civil Rights Commission.

## **DEFINITIONS**

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**Age** – persons age 18 and over: protected under the local ordinance. Persons under the age of 18: a parent or custodial adult may file a civil rights complaint on behalf of a child under the age of 18. For Housing, under age 18 is protected under familial status.

**Association** – a person’s relationship or association with a person protected under Chapter 69 in Cedar Rapids or Chapter 31 in Marion.

**Color** – skin pigmentation.

**Creed** – a formal summary of beliefs; a set of beliefs or principles not necessarily religious.

**Disability** – physical and/or mental impairment, which substantially limits a major life activity; others’ perception of having such impairment; history or record of having such impairment.

**Familial Status** – the presence of children; protects one or more individuals under age 18:

- ♦ who is domiciled with a parent or another person who has legal custody;
- ♦ and the designee of the parent or other person who has legal custody;
- ♦ and a person who is pregnant or in the process of securing legal custody of someone under age 18.

**Gender Identity** – the gender role that a person claims – which may or may not align with his or her physical gender.

**Lawful Source of Income (Marion only)** – any lawful, verifiable source of money paid directly or indirectly to or on behalf of a renter or buyer of housing, including income derived from:

- A. Any lawful profession or occupation.
- B. Any government or private assistance, subsidy, voucher, grant, or loan program.
- C. Any gift, inheritance, pension, annuity, alimony, child support, or other consideration of benefit.
- D. Any sale or pledge of property or interest in property.

**Marital Status** – whether a person is married or not.

**National Origin** – includes people who have a common origin, tradition and language, and who are capable of forming or actually constitute a Nation-State.

**Race** – a division of humankind possessing traits that are transmissible by descent and sufficient to characterize the division as a distinct human type.

**Religion** – a belief in the existence of a superhuman controlling power, especially of God or gods, usually expressed in worship or a system of faith and worship.

**Retaliation** – to take action against another person because such person has lawfully opposed any practice forbidden under Chapter 69 or Chapter 31, obeys the provisions of Chapter 69 or Chapter 31, or has filed a complaint, testified, or assisted in any proceeding under Chapter 69 or Chapter 31.

**Sex** – gender is either male or female, belonging to one of two main groups (male or female) which is dependent on reproductive functions; includes sexual harassment and pregnancy.

**Sexual Orientation** – actual, history of, or perceived heterosexuality, homosexuality, or bisexuality; does not include participation in acts which are prohibited by law.

## **COMMISSION HISTORY**

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In 1963, local minorities placed pressure on the Mayor of Cedar Rapids, Robert M. L. Johnson, to establish a local civil rights commission. The local Council of Churches, along with the Jewish community and the Roman Catholic Clergy, supported the minority groups' call for the establishment of a commission. On October 17, 1963, Mayor Johnson and the City Council adopted Resolution No. 1436, creating the Mayor's Committee on Human Rights. Mayor Johnson then appointed citizen members to the Committee.

The first task was to determine how to run a Human Rights Committee. At the time, cities and states were just beginning to create such agencies. The newness of the enterprise meant no standard existed to be a guide. The Committee's primary goals included education, prevention and mediation. The Committee strove to be both effective and efficient as it took on these challenges.

In addition to tackling the administrative issues associated with a new organization, the Committee also had to struggle through the development of civil rights laws. In its early years, many of the civil rights that we take for granted were nonexistent. In 1963, there were few civil rights laws, and even fewer examples of civil rights law cases, especially in the state of Iowa. At that time, Congress and state legislatures were enacting some of the earliest civil rights legislation, including the Iowa Fair Employment Practices Act and the national Equal Pay for Equal Work Act. For these first few years, a comprehensive Iowa Civil Rights Act was not in place. These deficiencies left important legal questions unanswered, complicating the early years of the Committee.

Initially, only housing cases were filed. The Committee tried to be proactive in dealing with race-based housing discrimination by contacting a number of area landlords and asking them to agree to not discriminate based on race when renting. The Committee created a document for landlords to sign stating that they would rent to minority individuals. The goal was to get half of Cedar Rapids' landlords to sign the statement. They hired a retired high school principal to make personal calls to apartment owners who had not signed the letter of intent. Those signatures represented 598 rental units out of 1,559. The Committee asked owners who had not signed a letter of intent to reconsider their decision. The Committee then compiled a list of the landlords, homebuilders, real estate personnel and employers who had positive dealings with minority individuals as tenants.

In addition to reaching out to area landlords, the Committee also sought out members of Cedar Rapids' minority communities. This was a particularly important task for the Committee because in the early years, whites would often report incidents on behalf of blacks. In order to combat this problem, the Committee surveyed the black community, as well as conducted a census, to get a better understanding of the problems facing the Cedar Rapids minority communities.

The Committee focused much of its energy on raising general community awareness about discrimination and about the Committee itself. Members attended conferences and requested public service time on local radio and television stations. They also made special efforts to address the needs of Cedar Rapids' youth.

In these early years, some people raised concerns about the effectiveness of a commission with no enforcement powers. There was a growing consensus in the community that in order for the Committee to be effective, it needed enforcement powers. Concerned groups and members of the minority communities petitioned Mayor Johnson and the City Council for an ordinance that would make the Committee a more effective body.

In October 1969, the City Council passed City Ordinance 104-69 renaming the Committee "Cedar Rapids Civil Rights Commission," giving the Commission enforcement powers and empowering the commission to hire an executive secretary, and other staff as the Commission deemed necessary.

Much has changed since 1963. The Commission is now empowered to investigate complaints in the areas of employment, housing, public accommodation, education and credit on the basis of race, creed, color, sex, religion, national origin, physical and mental disability, age, sexual orientation, gender identity, familial status, and marital status.

In July 1997, the Commission started receiving information and hearing from individuals in the community about the need to add sexual orientation as a protected class. The process of updating the ordinance included discussion, research, and input from the community. It took approximately 16 months to complete, and with a 3-2 vote in November 1998, the City Council added sexual orientation (for definition see page 8) to the local civil rights ordinance that became effective in January 1999.

In collaboration with the University of Iowa, College of Law, the Commission began updating its ordinance in 2009. After two and a half years of public input, all changes except lawful source of income were adopted and the new ordinance was signed by the Mayor of Cedar Rapids on January 10, 2012.

## **COMMISSIONERS**

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In 2014, two Commissioners ended their tenure with the Commission – Reverend Tom Capo on June 30<sup>th</sup> and Barbara Gay on October 15<sup>th</sup>. One new Commissioner was appointed to serve a three-year term – Keith Wiggins, one new Commissioner was appointed to fill a two year vacancy – Ashley Reynolds, and four Commissioners were reappointed – Leland Freie, Salma Igram, Laura O'Leary and Dr. Ruth White. Below are bios for Commissioners who served some or all of 2014.



### **Dr. Emily Bowman**

#### **Currently Serving, since November 2013**

Dr. Emily Bowman is currently employed as an Assistant Professor of Sociology at Coe College, where she specializes in inequality, sociological theory, and educational policy. She obtained her B.A. from Hanover College and her M.A. and Ph.D. from Indiana University. Prior to moving to Cedar Rapids, Dr. Bowman lived in Bloomington, Indiana, where she served as a member and the Chair of the Bloomington Human Rights Commission. As a member of the CRCRC, she looks forward to continuing her efforts in not only educating people about their rights and responsibilities regarding the civil rights ordinance, but also ameliorating discrimination and fighting for social equality here in Cedar Rapids.



**Tamara Cronin**  
**Currently Serving, since July 2012**

Tammy is currently the Abbe PACT Team Vocational Specialist. She has held various other positions within local colleges as Student Advisor and Workforce Career Consultant. She is active in the community as a member of the Employer's Council of Iowa for Region 10, and is serving as an AmeriCorps volunteer with the Community Corrections Improvement Association as an Employment Coordinator. Tammy and her family have been volunteers with the MacBride Raptor Project, a cooperative effort between The University of Iowa and Kirkwood Community College, since 1997.



**Leland Freie**  
**Currently Serving, since July 2011**

Leland has been the Day Manager of Foundation 2 Youth Shelter for over 20 years. He received his MA in Therapeutic Recreation from the University of Iowa. Leland is married and has a son and 4 grandchildren.



**Paulette Hall**  
**Currently Serving, since July 2012**

Paulette grew up on a ranch in Idaho and attended college at Brigham Young University and the University of Minnesota. She received her BS degree in Horticulture and spent 20 months as a volunteer in Japan. Paulette did freelance writing and teaching at vocational/tech schools before moving to Cedar Rapids in March of 1979. She raised 5 children, was a foster parent, and hosted foreign students for four years. Paulette volunteered at schools and taught reading to adults. She has served as a volunteer to women's groups, children and teens and held various Boy Scouts of America positions. After being a stay-at-home mom for many years, Paulette accepted the position of Business Manager for Bright Ideas! Inc. and has been there since 1997. She is interested in every aspect of civil rights and wanted to give something back to the community.



**Salma Igram**  
**Currently Serving, since July 2011**

After being a stay-at-home mom, in 1997 Salma went back to work full time as the CFO at Cedar Graphics Inc., a printing company located in Hiawatha, Iowa. Salma received her Accounting and Management degrees from Mt. Mercy University. Her passion is the nonprofit world as she has served (and is still serving) for many years on different boards. Being accepted and accepting of others, as all humans were created equal, is what Salma, her husband, four children and ten grandchildren try to live by.



**Laura O'Leary**  
**Currently Serving, since August 2008**

Laura O'Leary is employed by Skogman Companies as the manager of Pheasant Run Apartments, a 231 unit apartment complex in southwest Cedar Rapids. She has been managing residential rental property in Cedar Rapids since 1986. Laura has been active in Landlords of Linn County since 1988, and is currently the President.

She has served on the Board of Directors of Landlords of Iowa since 1991, which has been instrumental in successfully promoting numerous legislative changes to the Landlord Tenant Code of Iowa, benefiting many property owners statewide. Laura has served on the Cedar Rapids Affordable Housing Commission, The Enhance Our Neighborhoods Task Force, and has served two terms on the Cedar Rapids Housing Board of Appeals, of which she is a past chair. In addition,

she is an active parishioner and volunteer of St. Jude Church, and is currently a volunteer ESL tutor at the Catherine McCauley Center.

Originally from Manchester, Iowa, Laura attended Wartburg College in Waverly as a foreign language major. In Manchester she was a community volunteer and homemaker before moving to Cedar Rapids in 1984. She is married to Joe O'Leary, an IT Data Analyst for Ad Track. They have three grown sons and two grandchildren.



**Ashley Reynolds**

**Currently Serving, since November 2014**

Ashley Reynolds is currently a Government Systems Electro-Mechanical Designer for Rockwell Collins. She has held this position since June 2014. Since moving to Cedar Rapids in July of 2014, Ashley has become involved in a number of activities and organizations including the Rockwell Collins Elementary School PenPal program, Rockwell Collins African American Professionals Forum member and volunteer, co-instructor of Activity Day Girls (a group that meets bi-monthly with young girls age 8-11, to assist in the teaching of Faith in God), Secretary in Charge of Public Relations for Wake Up For Your Rights (an international organization that works to raise awareness of the trials and hardships that refugees and immigrants face upon leaving their native lands as well as to help them become acclimated and settled into their new communities) and an active member of the African immigrant community working to unite the expatriates of African Nations to grow and develop their talents in Iowa's Creative Corridor.

Mrs. Reynolds holds an Associate of Applied Science in Mechanical Design - CAD/Pro Engineer from EICCD Scott Community College, Bettendorf, IA.

Ashley is the proud mother of two children, Fatima & Josiah. She enjoys sewing, crocheting, gardening and cooking.



**Keith Rippy**

**Currently Serving, since November 2010**

Mr. Rippy is currently the Executive Director for Area Ambulance Service. He has held this position since August 2005. Since coming to Cedar Rapids, Keith has become an active member of the community participating in a variety of organizations including the Chamber Ambassadors, Downtown Rotary, Neighborhood Transportation Service, Miracles In Motion, Cedar Rapids Civil Rights Commission, Linn County Gaming Committee, Family Promise board of directors, and Community Corrections Improvement Association board of directors. Mr. Rippy has been in either the ambulance or passenger transportation business for approximately 10 years.

Prior to entering this field Mr. Rippy had a twenty year career in law enforcement. He retired from the Peoria, Illinois police department as its Chief in 1994. Soon after retiring, Mr. Rippy accepted a contract with the Department of Justice and went to the country of Haiti to work with an international team of law enforcement executives charged with the task of establishing Haiti's (first ever) civilian police force.

Mr. Rippy holds a Masters' degree in Management from the University of Northern Colorado and a Bachelors' degree from the University of Denver. He is also a graduate of the FBI National Police Academy.

Keith is married to Susie (a school teacher) and has one son, Jordan.



**Robin Tucker**  
**Currently Serving, since January 2012**

Robin Tucker is a native of Cedar Rapids and is currently a REALTOR® with Tommy Tucker Realty Co. and general manager of Tucker Manufacturing Co., Inc., two multi-generational companies. Prior to returning to Cedar Rapids 25 years ago, he worked in public accounting in Omaha. Robin has participated in trade exhibitions in England, Canada, Germany, the Netherlands, and the United States.

Robin has a Bachelor of Science degree in Business Administration, Accounting from Creighton University in Omaha, Nebraska. He completed “*A Leader’s Guide to Asian Cultures*” in St. Louis in the Executive Education for the Global Leader program through FedEx and the University of Memphis.

Robin is a Rotarian and has performed other volunteer work throughout the years with various schools, the YMCA, St. Paul’s United Methodist Church, the Jaycees, community and industry organizations, and the City of Cedar Rapids.

Robin and his wife Carole have three daughters, one college graduate and two attend college.



**Dr. Ruth White**  
**Served July 2009 – June 2012; Currently Serving, since February 2013**

After more than thirty years of teaching in the Cedar Rapids schools, Dr. Ruth White retired from Washington High School, where she taught Advanced Placement English and Humanities. White also served as Academic Advisor to Minority Students, through which she counseled minority students toward greater academic success. In that capacity, Dr. White developed The Academy for Scholastic and Personal Success, a summer program for high school students of color, and TAP (Toward Advanced Placement), a curricular choice for minority students with untapped potential to encourage their enrollment in AP classes. She was also instrumental in developing Washington High School’s Ethnic Week celebration, a program that involves the entire student body and celebrates the school’s rich diversity.

In 2002, she accepted an invitation from Governor Vilsack to head the Commission on the Status of African Americans, a division of the Iowa Department of Human Rights. After six months in that position, Dr. White was promoted to head the department. In this position she was able to learn and implement Cultural Competence training, which enables public and private enterprises to include and retain people from varying cultural backgrounds. Returning to the community, Dr. White became an independent consultant in Cultural Competence and worked in domestic violence prevention in the African American community through the Iowa Accountability Program.

In addition to serving as Executive Director of The Academy for Scholastic and Personal Success and The Academy Expansion, Dr. White serves on the boards of Diversity Focus, Cedar Rapids Civil Rights Commission, the LBA Foundation, Red-I, and is a member of Cedar Rapids Rotary West.

Currently, Dr. White works with Transwebglobal, where she helps prepare international students improve their performance on college entrance exams.

Dr. White and her husband, George Pope are the adoptive parents of their grandson, Travell.



**Keith Wiggins**  
**Currently Serving, since August 2014**

Keith Wiggins is a Cedar Rapids native with a passion to serve his community and country. As a single father of three wonderful children ages 7, 6, and 3, Keith enjoys his work as a Commercial Realtor for NAI Iowa Realty Commercial. Keith is actively involved with many committees and boards such as RPAC and Governmental Affairs within the CRAAR, Cedar Rapids Metro Economic Alliance, Iowa Capital Investment Board, Jaycee's and Kiwanis. Keith is also a Veteran of the United States Army where he proudly served a tour in Iraq in 2003-2004, shortly after returning from his tour Keith started his own successful business and began working as a Quality Engineer for Clipper Windpower. Keith also attended Ashford University where he studied Business Administration all while gaining experience and studies in Six Sigma, Project Management and ISO Auditing.



**Reverend Tom Capo**  
**Served September 2013 – June 2014**

Tom Capo is the minister of People's Church Unitarian Universalist. He is Vice President of the Inter-Religious Council of Linn County, is on the Program Committee for Prairiewood Franciscan Retreat Center, is a moderator for KCRG's Ethical Perspectives on the News, is a member of the Downtown Rotary, serves on the Linn County Homeless Coordinating Board, and the Linn County Community Resources Committee. In addition, Tom has worked with the Cedar Rapid's Blue Zones Purpose and Engagement team and the Sexual Health Alliance of Linn and Johnson County. Tom lives in Cedar Rapids with his wife, Martha, and his youngest son, Jacob. Tom's oldest son, Aaron, also lives in Cedar Rapids.



**Barbara Gay**  
**Served July 2010 – October 2014**

Barb Gay is the Executive Director for Foundation 2, Inc., a non-profit agency providing crisis support to individuals, families, and communities. Barb received her Master's Degree in Health Education from the University of Northern Iowa, and has been working in the field of community health with non-profits in Cedar Rapids since 1993. Barb is a 1998 graduate of the Leadership for Five Seasons program. Barb and her husband, Scott, have two children.

## **COUNCILMEMBER LIASION**

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**Susie Weinacht**  
**Currently Serving, since January 2013**

Councilwoman Weinacht serves as liaison between the Cedar Rapids City Council and our Civil Rights Commission. In addition to serving our community as Councilwoman At-Large, Susie holds a Bachelor of Science in Education and Associates of Science degrees, as well as teaching certification. She is self-employed and works in the areas of strategic planning, finance, negotiation and project management. Previously she worked as Executive Director of the Iowa PTA, as well as Director of Office Operations for the RWDSU-UFCW Local 110 in Cedar Rapids, which represents Quaker Oats and Cole's Quality Foods, Inc.

Most notable in Susie's continuing education is her active participation in the Pacific Institute and Disney Institute's Keys of Excellence. Pacific Institute focuses on performance improvement

and professional growth, change management and leadership development, while the Disney Institute, the professional development arm of The Walt Disney Company, focuses on their global success of solutions in time-tested best practices, sound methodologies, and real life business lessons to facilitate corporate culture change.

Susie has been awarded her Chamber of Commerce Community Leadership Certificate, and has a long history of community involvement. She was, and continues to be, an active solution-oriented advocate for flood recovery. In 2008 was appointed to the Governor's Long Term Recovery Task Force, served locally on the United Way's flood recovery and rebuild committees, and in June and July 2008 spearheaded the Hawkeye Labor Council 'Gut & Mucks' for 100 plus of our neighbors who were impacted by flood waters. That fall she brought together the Cedar Rapids School District, PTA and Organized Labor for a successful Back to School Rally held for displaced students and families. Her most recent involvement spans Housing Fund for Linn County, Horizons Family Service Alliance, Regional Workforce Investment Board, Community Corrections Improvement Association (CCIA), United Way Education Solutions Team and Ready by 21 Stakeholders committee, Blue Zones Advisory Council, local, city and state-level PTA, Junior League, and a host of other organizations.

## **COMMISSION STAFF**

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### **LaSheila Yates, Executive Director**

#### **Hired August 2014**

The Cedar Rapids Civil Rights Commission is pleased to announce LaSheila Yates as the new Executive Director, effective August 28, 2014. LaSheila is excited to bring her background in public policy, civil rights enforcement, governmental financial management, organizational process improvement and development, team building, and cultural competency to the Commission.

Please see the Hiring of the New Executive Director article for LaSheila's educational background and work experience.

### **Stefanie Munsterman-Robinson, Senior Investigator**

#### **Hired November 2008**

Stefanie is a native of Kansas City, Missouri and upon moving to Cedar Rapids in 2000 became active in the community. She helped develop and launch Family Promise of Linn County, a non-profit organization dedicated to serving families with children who are homeless. She currently serves as a board member of Diversity Focus, Waypoint, and was appointed by the Governor to serve on the State of Iowa Council on Homelessness. Stefanie is a consultant to the City of Cedar Rapids/Linn County ADA Advisory Committee, a board member of the Institutional Review Board, Kirkwood Community College, on the College Community School District School Improvement Advisory Board, and is a Domestic Violence Volunteer Advocate with Waypoint. She also serves as an adjunct Professor with Mount Mercy University for the MBA/MSL programs teaching Systems Thinking and Organizational Design.

She earned the Corridor Business Journal's "Woman of Influence" Award in 2013, the "Forty Under 40" Award in 2011, and was profiled in the fall of 2012 Diversity Focus publication of "Inclusive Communities." Stefanie received her Bachelor of Science degree in Psychology from Missouri Western State University and her Masters of Business Administration at Mount Mercy University.

Stefanie has two daughters, Ali, who is a college sophomore, works at St. Luke's in Security, and also serves in the National Guard and Julia, a third grader, who loves to dance, sing, and play basketball.

**Janet A. H. Abejo, Investigator / Mediator**

**Hired January 2011**

Janet has worked at the Civil Rights Commission since January 31, 2011. Before being hired by the Commission, Janet worked in Human Resources for the City of Cedar Rapids for approximately 2.5 years. She acquired a Bachelors of Science degree in Psychology at the University of Iowa as well as an M.A. in Industrial/Organizational Psychology at Roosevelt University. Janet is originally from the Chicago area, where most of her family resides. She has lived in Cedar Rapids for approximately 5 years. Janet previously volunteered as an "English as a Second Language (ESL)" tutor for adults at the Catherine McAuley Center and serves as Chair for the Board of Directors of Monsoon, United Asian Women of Iowa. She currently serves as a board member for the Arc of East Central Iowa, is a volunteer advocate for Waypoint Services, and a member of the League of Women Voters. When time permits, she is also a foster mom and volunteer for Cedar Rapids Animal Care & Control (Animal Shelter).

**Johnny Alcivar-Zuniga, Outreach and Education Coordinator**

**Hired August 2014**

Johnny Alcívar-Zúñiga, MCRP, is the Education and Outreach Coordinator at the Cedar Rapids Civil Rights Commission. He was born in Quito, Ecuador, grew up in New Jersey, and moved to Iowa for his post-secondary studies. As a first generation immigrant, he earned his BS in Political Science and International Studies in 2010 at Iowa State University. Johnny recently earned a Masters of Community and Regional Planning from Iowa State University conducting research that focused on the economic integration of Latinos in Des Moines, IA.

**Elizabeth Macias, Investigator & Outreach Specialist**

**Hired June 2014**

Elizabeth Macias was born in Madera California, a town located in the San Joaquin Valley. She grew up living in California, Oregon and in various states in the Southern Coast of Mexico. Elizabeth has eight brothers and sisters and was the first in her family to graduate from college. She recently obtained her Master of Science from the University of Iowa School of Urban and Regional Planning with a concentration in Housing and Community Development. She also holds a Bachelors of Arts in Sociology and a Bachelors of Arts in Psychology from the University of Iowa. Elizabeth is fluent in both English and Spanish and is CRCRC's first bilingual investigator.

**Alicia Abernathey, Administrative Assistant / Intake Specialist**

**Hired October 2014**

Alicia Abernathey has worked for the Civil Rights Commission since October 2014. Prior to being hired by the Commission, Alicia worked in the City's Community Development Department. Alicia has been with the City of Cedar Rapids for approximately three years. Prior to joining the City, Alicia worked as an Administrative Assistant for an Environmental Remediation company assisting with the demolitions of the flood damaged homes following the tragic 2008 flood. Alicia is a native Cedar Rapiidian.

## **2014 EDUCATION AND OUTREACH**

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- January 8, 2014: New Hire Orientation, Anti-Harassment training, Janet Abejo attended.
- January 9, 2014: Linn County and Cedar Rapids ADA Advisory Board, Stefanie Munsterman-Robinson attended.
- January 10, 2014: Co-Chaired Human Needs Day for Leadership for Five Seasons Program, Stefanie Munsterman-Robinson attended.
- January 13, 2014: Martin Luther King Jr. Celebration Planning Meeting, Stefanie Munsterman-Robinson attended.
- January 14, 2014: United Way Education Solutions Team, John-Paul Chaisson-Cardenas attended.
- January 14, 2014: Welcome at Immigrant Entrepreneur Summit, Metro Economic Alliance, John-Paul Chaisson-Cardenas attended.
- January 19, 2014: Guest Sermon, Christ Episcopal Church, John-Paul Chaisson-Cardenas and Zadok Nampala attended.
- January 20, 2014: Keynote, Who is my Neighbor? MLK Celebration, Saint Paul's UMC, John-Paul Chaisson-Cardenas attended.
- January 20, 2014: The Arc, Resource Development Committee Meeting, Janet Abejo attended.
- January 27, 2014: The Arc, Board of Directors Meeting, Janet Abejo attended.
- January 28, 2014: City of Cedar Rapids Recruitment Pipeline, John-Paul Chaisson-Cardenas, Monica Challenger and Zadok Nampala attended.
- January 31, 2014: UI School of Social Work Practicum Recruitment Fair, John-Paul Chaisson-Cardenas attended.
- February 1, 2014: Board of Directors Meeting, Monsoon, United Asian Women of Iowa, Janet Abejo attended.
- February 3, 2014: Leadership Circle Operations Committee: John-Paul Chaisson-Cardenas attended.
- February 4, 2014: State of Equity, Community Meeting, Janet Abejo, John-Paul Chaisson-Cardenas, Monica Challenger, Stefanie Munsterman-Robinson attended.
- February 6, 2014: United Way Education Solutions Team, John-Paul Chaisson-Cardenas attended.
- February 6, 2014: Leadership Circle, John-Paul Chaisson-Cardenas and Monica Challenger attended.
- February 7, 2014: CRCRC Investigation Peer Review, John-Paul Chaisson-Cardenas, Janet Abejo and Stefanie Munsterman-Robinson attended.
- February 11, 2014: Leadership for Five Seasons Executive Program, John-Paul Chaisson-Cardenas attended.
- February 12, 2014: ADA & EEO Overview at ACRO Manufacturing, Janet Abejo and Stefanie Munsterman-Robinson attended.
- February 12, 2014: State of Equity Reflective Process, ASAC Multicultural Committee, John-Paul Chaisson-Cardenas, Zadok Nampala and Yesenia Hernandez attended.
- February 12, 2014: Planning Meeting for Cultural Competence Training for 6<sup>th</sup> Judicial District, John-Paul Chaisson-Cardenas, Zadok Nampala and Yesenia Hernandez attended.
- February 12, 2014: State of Equity Reflective Process, Linn co. Immigrant Concerns. Committee, John-Paul Chaisson-Cardenas, Zadok Nampala and Yesenia Hernandez attended.

- February 12, 2014: Meeting Developing Minority Contractors for Section 3 Rehab. Contracts, John-Paul Chaisson-Cardenas attended.
- February 12, 2014: Race Card Project by Michelle Norris, Coe College, John-Paul Chaisson-Cardenas attended.
- February 20, 2014: State of Equity Reflective Process, Interfaith Alliance, John-Paul Chaisson-Cardenas attended.
- February 24, 2014: The Arc, Resource Development Committee Meeting, Janet Abejo attended.
- February 24, 2014: The Arc, Board of Directors Meeting, Janet Abejo attended.
- March 24, 2014: The Arc, Board of Directors Meeting, Janet Abejo attended.
- April 2, 2014: New Hire Orientation, Anti-Harassment training, Janet Abejo attended
- April 23, 2014: State of Equity Summit, All staff attended.
- April 28, 2014: ADA & EEO Training at The Arc, Janet Abejo attended.
- May 3, 2014: Monsoon United Asian Women of Iowa, Board of Directors Meeting, Janet Abejo attended.
- May 13, 2014: Donna Presentation, Taylor Elementary, Janet Abejo and Monica Challenger attended.
- May 29, 2014: Iowans to Speak Out on Age Discrimination – AARP Event, Janet Abejo, Virginia Sipes and John-Paul Chaisson-Cardenas attended.
- June 10, 2014: City School Partnership-Public Service/Stem meeting, Elizabeth Macias and John-Paul Chaisson Cardenas attended.
- June 11, 2014: Immigrant Concerns meeting at Catherine McAuley Center, Elizabeth Macias, Virginia Sipes and John-Paul Chaisson Cardenas attended.
- June 19, 2014: Roll of the Dice Training in NIACC, Elizabeth Macias, Stefanie Munsterman-Robinson and John-Paul Chaisson-Cardenas attended.
- June 23, 2014: The Arc, Board of Directors Meeting, Janet Abejo attended.
- June 24, 2014: State of Equity Public Comment Session at Dubuque Human Rights Commission, Elizabeth Macias, Virginia Sipes and John-Paul Chaisson Cardenas attended.
- June 25, 2014: Fair Housing Training, Janet Abejo and Stefanie Munsterman-Robinson attended.
- June 30, 2014: SAFE CR Training, Janet Abejo attended.
- July 1-30, 2014: NFHTA Week 1 Training, Elizabeth Macias and Virginia Sipes attended.
- July 7, 2014: Latino Festival Meeting, Elizabeth Macias and John-Paul Chaisson Cardenas attended.
- July 13, 2014: Festival Latino de Cedar Rapids, Elizabeth Macias, John-Paul Chaisson Cardenas and Stefanie Munsterman-Robinson attended.
- July 16, 2014: Fair Housing Training at Waypoint, Stefanie Munsterman-Robinson and Elizabeth Macias attended.
- July 19, 2014: CRCRC Table at Kernels Game (ADA Night), Janet Abejo attended.
- August 6, 2014: New Hire Orientation, Anti-Harassment training, Janet Abejo, Elizabeth Macias and Virginia Sipes attended.
- August 11-15, 2014: NFHTA Week 5 Training, Janet Abejo attended.
- August 21, 2014: Media Contest Meeting at CRCRC with Quinn Pettifer, We Create Here, Johnny Alcívar-Zúñiga, Janet Abejo and Elizabeth Macias attended.
- August 25, 2014: The Arc, Board of Directors Meeting, Janet Abejo attended.

- August 27, 2014: Media Contest Meeting at Diversity Focus with Gabe Erickson, Johnny Alcívar-Zúñiga attended.
- August 28, 2014: 100+ Corridor Women Who Care Meeting, LaSheila Yates attended.
- August 29, 2014: Latino Professional Development Institute Committee meeting in Des Moines, Johnny Alcívar-Zúñiga and Elizabeth Macias attended.
- August 29, 2014: ISU-4H Listening Event with John Paul Chaisson-Cardenas in Des Moines, Johnny Alcívar-Zúñiga attended.
- September 1-30, 2014: NFHTA week 2 Training, Elizabeth Macias and Virginia Sipes attended.
- September 3, 2014: Media Contest Meeting with Ben Kaplan, We Create Here, Johnny Alcívar-Zúñiga attended.
- September 3, 2014: Marion Civil Rights Commission Meeting, LaSheila Yates attended.
- September 4, 2014: LGBTQIA Fair Housing Summit Cedar Rapids / Marion Civil Rights Commission, LaSheila Yates and Johnny Alcívar-Zúñiga attended.
- September 5, 2014: 9<sup>th</sup> Annual Stand Down Resource Fair, Johnny Alcívar-Zúñiga attended.
- September 10, 2014: Immigrant Concerns meeting at Catherine McAuley Center, Elizabeth Macias attended.
- September 11, 2014: African American Museum of Iowa 2014 History Makers Gala LaSheila Yates attended.
- September 11, 2014: Area Substance Abuse Council Annual Meeting, LaSheila Yates attended.
- September 15, 2014: Foundation 2 Board meeting, LaSheila Yates attended.
- September 16, 2014: United Way of East Central Iowa Board of Directors Meeting, LaSheila Yates attended.
- September 16, 2014: Foundation 2 Board meeting, LaSheila Yates attended
- September 19, 2014: Media Contest at CRCRC with Quinn Pettifer, We Create Here, Johnny Alcívar-Zúñiga attended.
- September 19, 2014: Latino Professional Development Institute Committee Meeting in Iowa City, Johnny Alcívar-Zúñiga and Elizabeth Macias attended.
- September 23, 2014: Media Contest Meeting with Ben Kaplan, We Create Here, Johnny Alcívar-Zúñiga attended.
- September 20, 2014: Fair Housing Movie Night meeting with Amber Mussman, Cedar Rapids Public Library, Johnny Alcívar-Zúñiga attended.
- September 25-26, 2014: Washington High School S.T.A.R student training, Elizabeth Macias attended.
- September 30, 2014: PUSH-CR Advisory Board Meeting, LaSheila Yates attended.
- October 1, 2014: Marion Civil Rights Commission Meeting, LaSheila Yates attended.
- October 1, 2014: Young Parents Network meeting with Monica Vallejo, Elizabeth Macias and Johnny Alcívar-Zúñiga attended.
- October 2, 2014: Leadership Circle Casey Family Programs Foundation Planning Session, LaSheila Yates participated in planning session.

- October 2, 2014: City of Cedar Rapids 2014 Employee Service Awards Ceremony, LaSheila Yates, Stefanie Munsterman-Robinson, Janet Abejo, Elizabeth Macias and Johnny Alcívar-Zúñiga attended.
- October 3, 2014: Iowa Latino Professional Development Institute in Iowa City, Johnny Alcívar-Zúñiga, Elizabeth Macias, Stefanie Munsterman-Robinson and Virginia Sipes attended.
- October 7, 2014: Cedar Rapids City Council Meeting, Cedar Rapids Civil Rights Commission received a Proclamation for National Disability & Employment, Commissioner Tammy Cronin, LaSheila Yates, and Johnny Alcívar-Zúñiga accepted the proclamation.
- October 7, 2014: Project SEARCH, Steering Committee Meeting, Janet Abejo attended.
- October 8, 2014: New Hire Orientation, Anti-Harassment training, Janet Abejo attended.
- October 8, 2014: Immigrant Concerns meeting at Catherine McAuley Center, Johnny Alcívar-Zúñiga and Elizabeth Macias attended.
- October 9, 2014: Fair Housing Training for Young Parents Network, Johnny Alcívar-Zúñiga attended.
- October 16, 2014: Meeting with the U.S. Assistant Secretary for Fair Housing and Equal Opportunity Gustavo Velasquez, Kansas City, LaSheila Yates attended.
- October 20, 2014: Foundation 2 Board meeting, LaSheila Yates attended.
- October 20, 2014: Festival Latino Committee Meeting at Young Parents Network, Johnny Alcívar-Zúñiga attended.
- October 20, 2014: The Arc, Resource Development Committee Meeting, Janet Abejo attended.
- October 22, 2014: Iowa Women's Foundation luncheon, LaSheila Yates attended.
- October 28, 2014: City Update event, LaSheila Yates and Johnny Alcívar-Zúñiga attended.
- October 29, 2014: City Services Center Open House, LaSheila Yates attended.
- October 31, 2014: Section 8 meeting with Kim Gordon, Johnny Alcívar-Zúñiga attended.
- November 5, 2014: Marion Civil Rights Commission Meeting, LaSheila Yates and Johnny Alcívar-Zúñiga attended.
- November 6, 2014: Flavors of Horizons Event, Johnny Alcívar-Zúñiga attended.
- November 6, 2014: Fair Housing Movie Night, Cedar Rapids Public Library, LaSheila Yates, Elizabeth Macias, Janet Abejo and Johnny Alcívar-Zúñiga attended.
- November 7, 2014: Fatherhood Alliance at Waypoint, Johnny Alcívar-Zúñiga attended.
- November 14, 2014: Area Substance Abuse Council Annual Meeting, LaSheila Yates attended.
- November 14, 2014: 2<sup>nd</sup> Annual Iowa Civil Rights Symposium, Elizabeth Macias and Virginia Sipes attended.
- November 14, 2014: Cedar Rapids Regional Police Academy Graduation Ceremony, LaSheila Yates attended.
- November 15, 2014: Keynote, NAACP Freedom Fund Banquet, LaSheila Yates served as the keynote speaker.

- November 14, 2014: Cedar Rapids Regional Police Academy Graduation Ceremony, LaSheila Yates attended.
- November 13, 2014: Greater Cedar Rapids Celebration of Community Celebration of Community, LaSheila Yates attended.
- November 17, 2014: Festival Latino Committee Meeting at Young Parents Network, Johnny Alcívar-Zúñiga attended.
- November 18, 2014: United Way of East Central Iowa Board of Directors Meeting, LaSheila Yates attended.
- November 18, 2014: Mount Mercy University Roll of the Dice Training, LaSheila Yates, Janet Abejo, Stefanie Munsterman-Robinson, Elizabeth Macias and Johnny Alcivar-Zuniga attended.
- November 21, 2014: Developing Intercultural Skills for Diversity and Inclusion Training in Dubuque, Johnny Alcívar-Zúñiga attended.
- November 24, 2014: The Arc, Board of Directors Meeting, Janet Abejo attended.
- December 3, 2014: Marion Civil Rights Commission Meeting, EEO Training, LaSheila Yates, Janet Abejo, Virginia Sipes and Johnny Alcivar-Zuniga attended.
- December 4, 2014: Leadership Circle Meeting, LaSheila Yates attended.
- December 5, 2014: Developing Intercultural Skills for Diversity and Inclusion Training in Dubuque, Johnny Alcívar-Zúñiga attended.
- December 8, 2014: Festival Latino Committee meeting at Young Parents Network, Johnny Alcívar-Zúñiga and Elizabeth Macias attended.
- December 10, 2014: Fair Housing meeting with Paula Land at Catherine McAuley Center, Johnny Alcívar-Zúñiga attended.
- December 12, 2014: Developing Intercultural Skills for Diversity and Inclusion Training in Dubuque, Johnny Alcívar-Zúñiga attended.
- December 15, 2014: Foundation 2 Board meeting, LaSheila Yates attended.
- December 16, 2014: Fair Housing Staff Training at Young Parents Network, Johnny Alcívar-Zúñiga attended.
- December 11, 2014: The League of Iowa Human and Civil Rights Agencies, LaSheila Yates participated via in conference call.
- December 11, 2014: Area Substance Abuse Council meeting, LaSheila Yates attended.
- December 15, 2014: Foundation 2 Board meeting, LaSheila Yates attended.
- December 19, 2014: Developing Intercultural Skills for Diversity and Inclusion Training in Dubuque, Johnny Alcívar-Zúñiga attended.

## **COMMUNITY INVOLVEMENT OF STAFF MEMBERS**

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### **LaSheila Yates, Executive Director**

- ◆ Member, Leadership Iowa Class of 2014
- ◆ Member, Leadership Circle, Casey Families Foundation
- ◆ Board Member, United Way of East Central Iowa
- ◆ Board Member, Area Substance Abuse Council
- ◆ Board Member, Foundation 2
- ◆ Advisory Board member, PUSH-CR
- ◆ Scoutmaster, Hawkeye Area Council Troop 4
- ◆ Assistant Coach, *FIRST* (For Inspiration and Recognition of Science and Technology) Tech Challenge, Team 5084

### **Stefanie Munsterman-Robinson, Interim Senior Investigator & Mediator**

- ◆ Board Member, Diversity Focus
- ◆ Board Member, Waypoint Services
- ◆ Board Member, Institutional Review Board of Kirkwood Community College
- ◆ Board Member, Iowa Council on Homelessness
- ◆ Board Member, College Community School Improvement Advisory Board
- ◆ Board President, Family Promise (2008-2013)
- ◆ Volunteer, Domestic Violence Advocate, Waypoint Services
- ◆ Advisor to the City of Cedar Rapids/Linn County ADA Advisory Committee
- ◆ Member, National Association of Human Rights Workers
- ◆ Member, International Association of Official Human Rights Agencies

### **Janet A. H. Abejo, Investigator, Mediator**

- ◆ Board Member, The Arc – East Central Iowa
- ◆ Chair, Monsoon – United Asian Women of Iowa
- ◆ Member, Linn County League of Women Voters
- ◆ Volunteer, City of Cedar Rapids Animal Care and Control
- ◆ Volunteer Advocate, Waypoint Services
- ◆ ESL Tutor, Catherine McAuley Center (2011-2012)

### **Johnny Alcivar-Zuniga, Education & Outreach Specialist**

- ◆ Committee Member, Festival Latino – Cedar Rapids
- ◆ Volunteer, Young Parents Network
- ◆ Volunteer, Justice for Our Neighbors

## 2014 CASELOAD REPORTS

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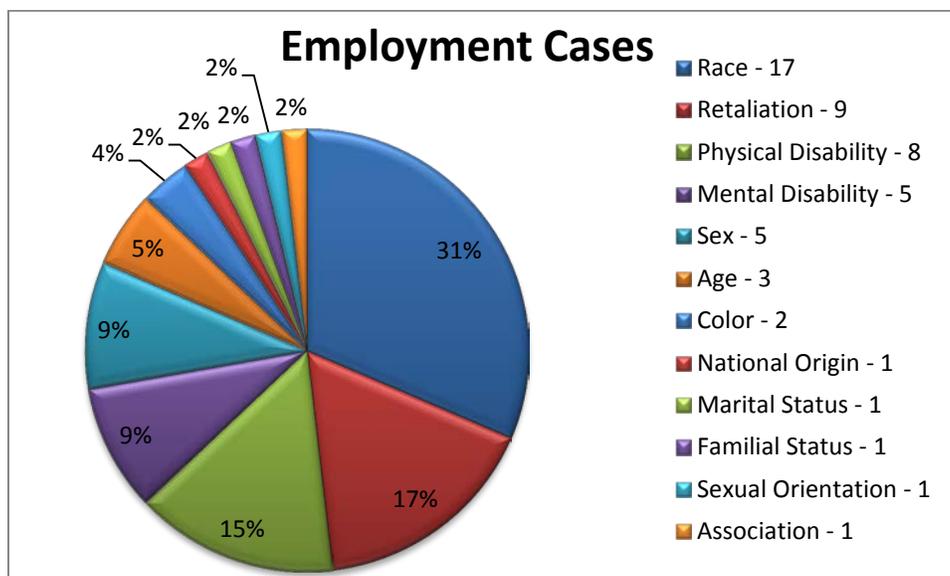
In 2014, 47 cases were filed with the Cedar Rapids Civil Rights Commission. Of those 47, 31 were for employment, 15 for housing, 1 for public accommodation, 0 for education, and 0 for credit.

Charts 1-3 below break down our cases by the basis on which they were filed. Please keep in mind that some cases reported more than one basis for discrimination, so totals will equal more than 47. However, this provides a good snapshot of the reasons why people file with our agency.

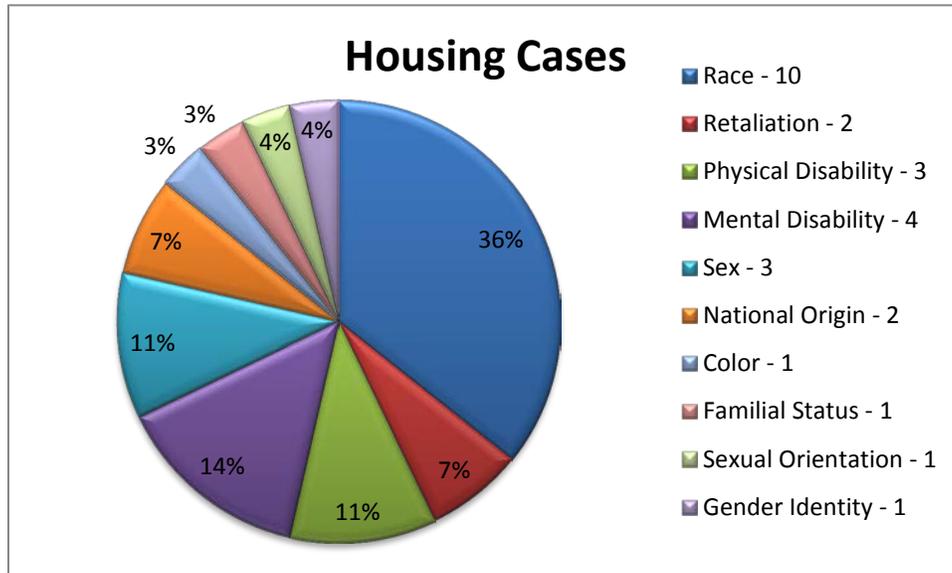
Charts 4-6 show outcomes of the investigation of these cases. 36 cases were closed in 2014 including 23 in employment, 11 in housing, 2 in education, 0 in public accommodation and 0 in credit. Some cases were filed in 2011, 2012, and 2013 and were closed in 2014, and some were filed in 2014 but had not closed by the end of the year, creating the difference in numbers between those opened and closed.

Finally, Chart 7 shows the bases for all cases filed in 2014. Chart 8 shows the resolution of all cases closed in 2014, and Chart 9 breaks down those opened and closed per month.

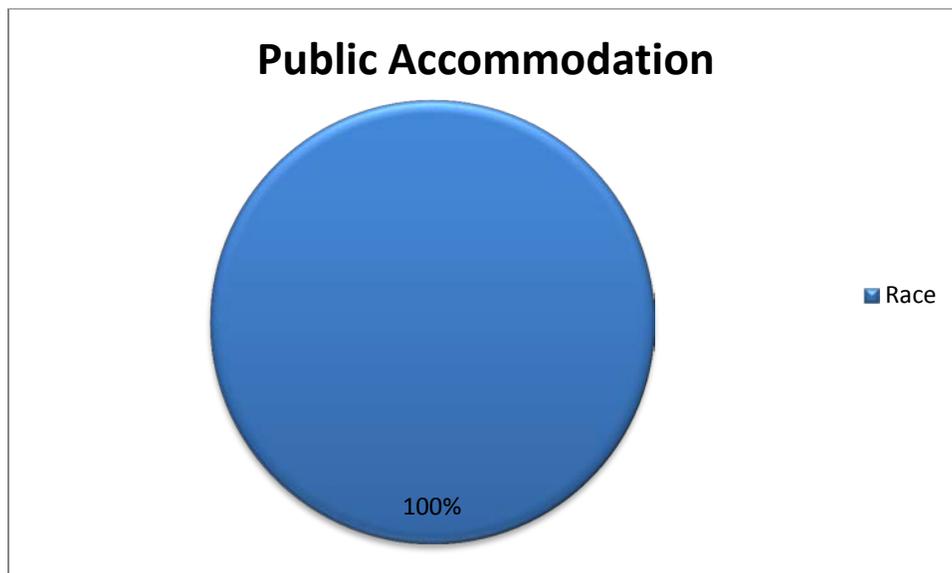
**CHART 1: BASES FOR EMPLOYMENT COMPLAINTS FILED IN 2014**



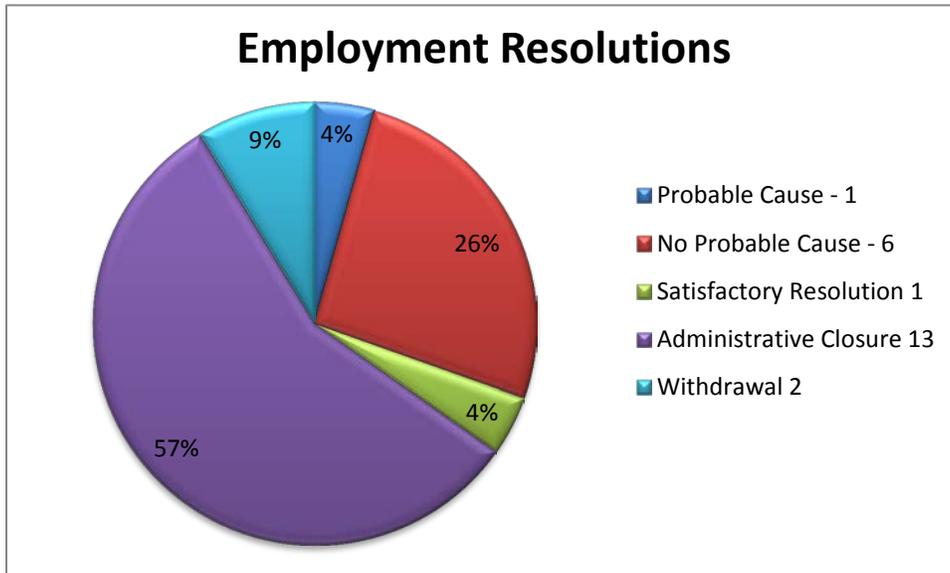
**CHART 2: BASES FOR HOUSING COMPLAINTS FILED IN 2014**



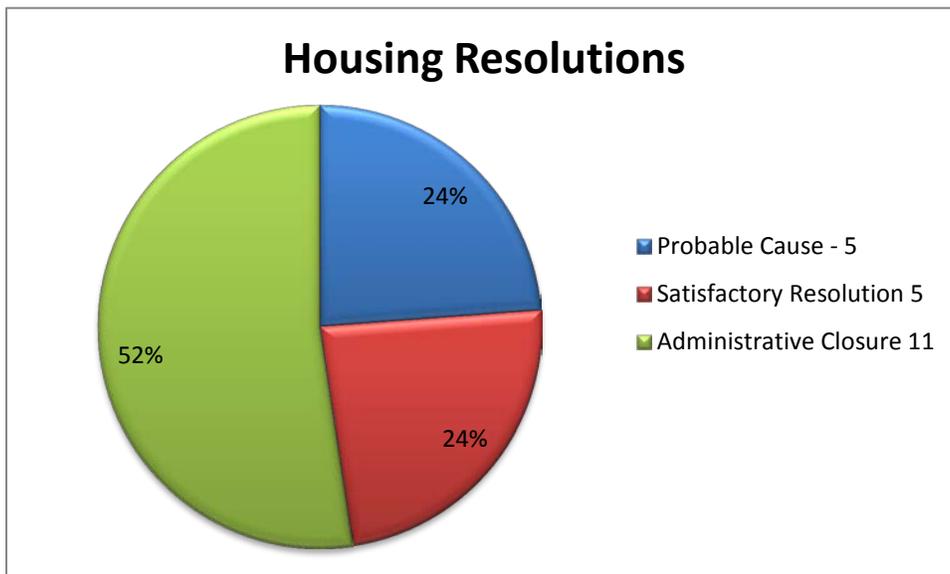
**CHART 3: BASES FOR ALL OTHER COMPLAINTS FILED IN 2014**



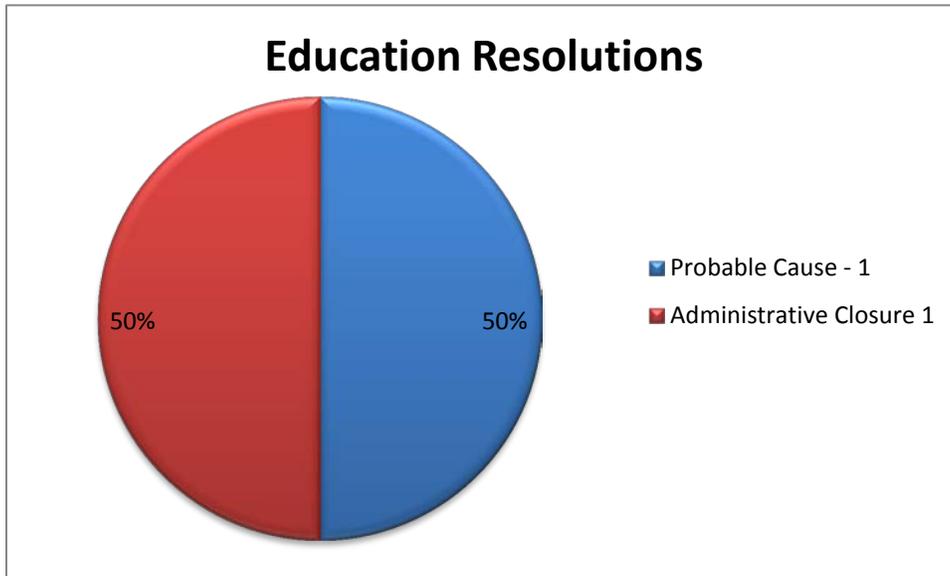
**CHART 4: RESOLUTION OF EMPLOYMENT COMPLAINTS CLOSED IN 2014**



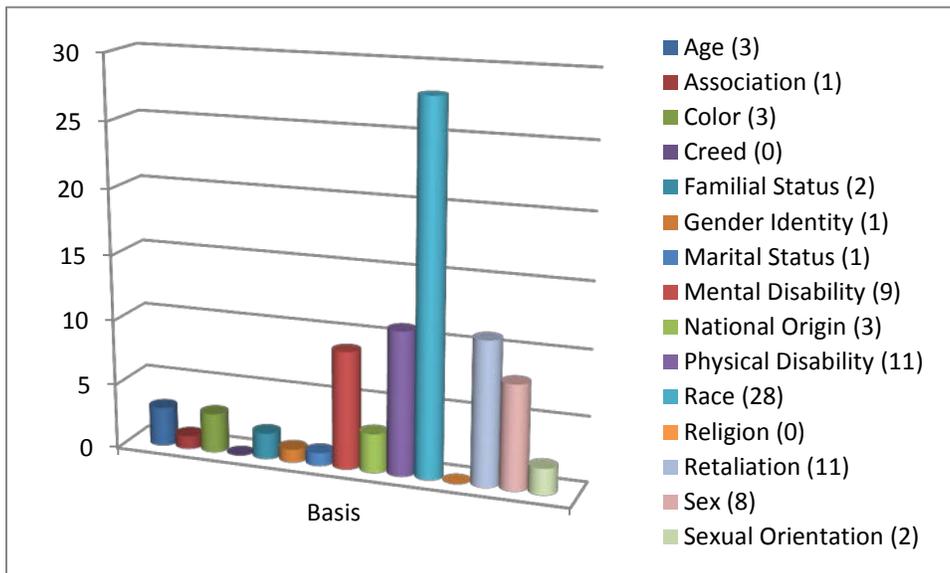
**CHART 5: RESOLUTION OF HOUSING COMPLAINTS CLOSED IN 2014**



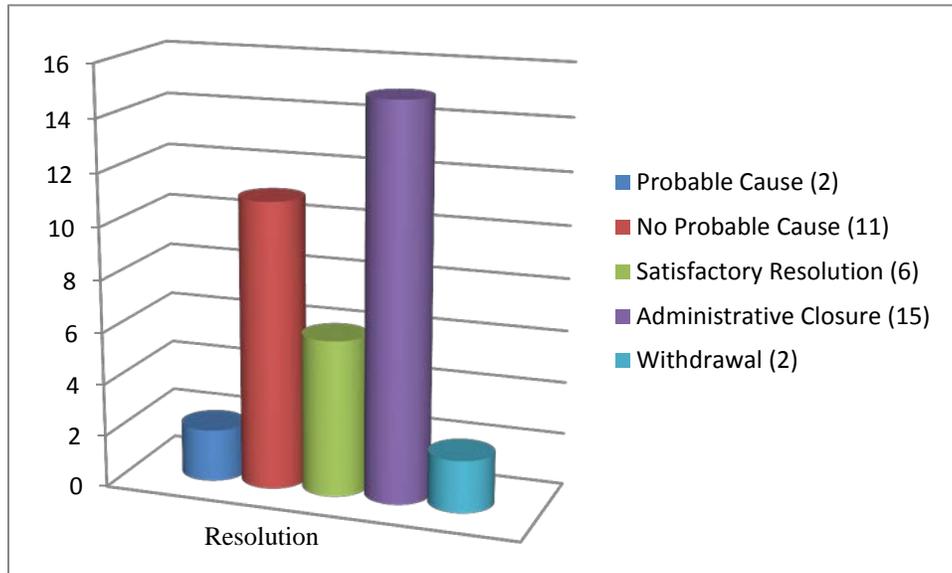
**CHART 6: RESOLUTION OF ALL OTHER COMPLAINTS CLOSED IN 2014**



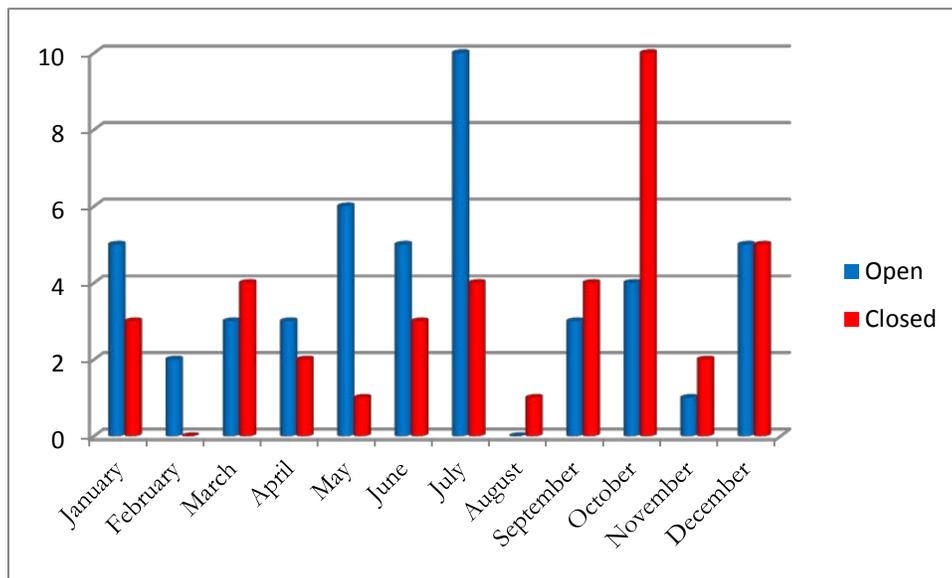
**CHART 7: BASES FOR ALL CASES FILED IN 2014**



**CHART 8: RESOLUTION OF ALL CASES CLOSED IN 2014**



**CHART 9: CASES FILED AND CLOSED IN 2014 BY MONTH**



January: Opened 5, Closed 3  
 February: Opened 2, Closed 0  
 March: Opened 3, Closed 4  
 April: Opened 3, Closed 2  
 May: Opened 6, Closed 1  
 June: Opened 5, Closed 3

July: Opened 10, Closed 4  
 August: Opened 0, Closed 1  
 September: Opened 3, Closed 4  
 October: Opened 4, Closed 10  
 November: Opened 1, Closed 2  
 December: Opened 5, Closed 5

## CASELOAD STATISTICS

AC – Administrative Closure  
 EEOC – Equal Employment  
 Opportunity Commission  
 FTC – Failure to Cooperate

ICRC – Iowa Civil Rights  
 Commission  
 NJ – Non Jurisdictional  
 NPC – No Probable Cause

PC – Probable Cause  
 RTS – Right To Sue  
 SR – Satisfactory Resolution  
 WD – Withdrawal

<b>CRCRC#</b>	<b>Date Filed</b>	<b>Area</b>	<b>Basis</b>	<b>Date Closed</b>	<b>Resolution</b>
3300	4/11/2011	Edu	National Origin, Race, Color, Age	10/10/2014	PC
3304	5/17/2011	Emp	Race	1/22/2014	AC/NJ
3321	11/14/2011	Emp	Race, Color	9/9/2014	NPC
3327	2/24/2012	Emp	Race, Color, Retaliation	7/10/2014	NPC
3329	3/6/2012	Emp	Age, Race, Physical Disability	1/23/2014	PC/RTS
3331	5/7/2012	Emp	Marital Status	12/11/2014	NPC
3334	4/27/2012	Emp	Age, Retaliation	12/30/2014	NPC
3339	5/29/2012	Emp	Age, Sex	12/4/2014	NPC
3354	10/10/2012	Emp	Physical Disability	1/29/2014	AC/RTS
3361	1/25/2013	Emp	Sex	12/1/2014	AC/FTC
3378	4/30/2013	Emp	Sexual Orientation	4/8/2014	AC/FTC
3379	5/3/2012	Emp	Sexual Orientation	6/24/2014	WD
3380	5/10/2013	Edu	Race, Association	7/28/2014	AC/FTC
3384	6/13/2013	Emp	Race	10/20/2014	NPC
3388	7/15/2013	Emp	Mental Disability	3/28/2014	AC/FTC
3390	7/30/2013	Emp	Race	10/6/2014	AC/FTC
3393	7/29/2013	Emp	Race	3/5/2014	WD
3395	8/26/2013	Emp	Physical Disability	10/29/2014	ICRC
3396	8/26/2013	Emp	Mental Disability	7/10/2014	AC/FTC
3403	9/17/2013	Emp	Race	10/30/2014	ICRC
3409	1/7/2014	Hsg	Race, Physical Disability, Retaliation	6/16/2014	NPC
3410	12/19/2013	Hsg	Mental Disability, Physical Disability	6/9/2014	NPC
3415	1/21/2014	Hsg	Race, Mental Disability	3/25/2014	SR
3417	1/7/2014	Hsg	Race	4/16/2014	NPC
3422	2/10/2014	Emp	Race	3/28/2014	SR
3426	4/22/2014	Hsg	Gender, Mental Disability	10/27/2014	SR
3429	5/27/2014	Hsg	Race, Sex	11/3/2014	NPC
3430	4/29/2014	Emp	Race, Retaliation	10/24/2014	ICRC
3431	3/30/2014	Emp	National Origin, Physical Disability, Sex	10/30/2014	ICRC
3436	5/29/2014	Emp	Physical Disability, Race, Retaliation	9/24/2014	ICRC
3438	6/25/2014	Hsg	Mental Disability	10/3/2014	SR
3443	7/1/2014	Hsg	Race	10/8/2014	NPC
3445	7/8/2014	Hsg	National Origin, Race	11/5/2014	SR
3457	10/14/2014	Hsg	National Origin, Race, Sex	12/19/2014	SR
3458	9/10/2014	Emp	Race, Religion	10/29/2014	ICRC