



City of Cedar Rapids
Civil Rights Commission
Finance Committee Meeting Minutes
Wednesday, June 24, 2015
4:00 p.m. – 5:00 p.m.

Commissioners Present: Ms. Salma Igram - Chair
Mr. Robin Tucker
Ms. Paulette Hall

Staff Present: Ms. LaSheila Yates, Executive Director (Via Conference Call)
Ms. Alicia Abernathy, Administrative Assistant

Meeting started at 4:05 p.m.

Public Response - No public present

Approval of Minutes – Robin Tucker moved to approve the minutes. Paulette Hall seconded the motion, which was unanimously approved.

New Business –

1. FY15 Budget Update

LaSheila Yates pointed out the Commission's Budget Analyst has changed from Ronda Jones to Al Soukup. Ms. Yates stated the general budget is at 219% revenue. Ms. Yates stated the Commission is currently watching expenses to not exceed the budget. Ms. Yates stated she has reached out to Finance to determine what happens if the Commission goes over budget.

Ms. Yates stated each month staff meets with Marion to review the billing. Each line item is reviewed to ensure it is billable before and a billing statement is sent to Marion for payment.

Ms. Yates stated the Commission's performance review with HUD took place and questions arose regarding the 28E Agreement with Marion. Due to unanswered questions, the Commission will not be accepting Marion housing cases until the relationship with HUD is figured out.

Commissioners asked what happens to the deficit if the Commission is over budget and can line items such as portions of the personnel budget be transferred to other areas. Ms. Yates stated she is following up with Finance in regards to the questions.

Commissioner Igram presented Paulette Hall with a Certificate of Appreciation and thanked her for her commitment while serving on the Civil Rights Commission.

Commissioner Igram suggested meeting in July and then meeting on a quarterly basis. Commissioner Tucker pointed out a new commissioner will need to be added to the Committee.

The meeting adjourned at 4:55 p.m.

Respectfully submitted by Alicia Abernathy