



Civil Rights Commission

City of Cedar Rapids
Civil Rights Commission
Outreach & Education Committee Meeting Agenda
Monday, November 16, 2015
4:30 pm – 5:30 pm

Outreach & Education Committee Members:

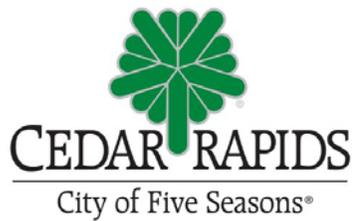
Emily Bowman, Chair
Leland Freie
Ashley Reynolds

Agenda:

- | | | | |
|------|------------------------------------|--|------------|
| I. | Call to Order | | |
| II. | Approval of Minutes | | |
| III. | Old Business | | |
| | 1. Outreach Report | Bernie Walther
<i>CRCRC Investigator</i> | 5 Minutes |
| IV. | New Business | | |
| | 1. Quarterly Trainings Update | Bernie Walther
<i>CRCRC Investigator</i> | 10 Minutes |
| | 2. Upcoming Outreach Events | Bernie Walther
<i>CRCRC Investigator</i> | 20 Minutes |
| | a. Selma | | |
| | b. Human Rights Month Proclamation | | |
| | c. Traveling Display | Judy Goldberg
<i>CRCRC Investigator</i> | |
| | 3. Downtown Banners | Alicia Abernathey
<i>Administrative Assistant</i> | 5 Minutes |

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.



City of Cedar Rapids
Civil Rights Commission
Outreach & Education Committee Meeting Minutes
Monday, October 5, 2015
4:00 pm – 5:00 pm

Commissioners Present: Dr. Emily Bowman, Chair
Mr. Leland Freie
Ms. Ashley Reynolds (Conference Call)

Staff Present: Ms. LaSheila Yates, Executive Director
Mr. Bernie Walther, Investigator
Ms. Alicia Abernathey, Administrative Assistant
Mr. Johnny Sevier, Public Allie Intern

Call to Order – Dr. Emily Bowman, Chair, called the meeting to order at 4:02 p.m.

Introduction – LaSheila Yates, Executive Director, introduced Johnny Sevier and explained his role while he is with the Commission until July 2016.

Approval of Minutes – Leland Freie moved to approve the minutes from the September meeting. Ashley Reynolds seconded the motion, which was unanimously approved.

Old Business -

1. Outreach Report

Bernie Walther, Investigator, presented the monthly outreach report showing events and trainings that were held in September following the last meeting. Some of the outreach events included Donna the Dolphin performances and Executive Director Yates attended many meetings on behalf of the Commission.

Ms. Yates stated she has been working on State of the Equity follow up in the public sector by meeting with various City Directors. The meetings are to determine what is working well and what challenges they are facing with diversity recruitment.

Mr. Walther stated the Superhero Walk will take place on October 17th with a Donna appearance and the EEOC Training is tentatively scheduled for November 5th and 6th.

New Business –

1. Quarterly Trainings Update

Mr. Walther stated the contract with EEOC is under review by their staff and is tentatively set for November 5th and 6th. One training will be for staff and Commissioners and the other will be for Human Resources professionals. Mr. Walther stated staff is working on a registration system. Mr. Walther stated staff is also working to schedule mediation training in February that will be open to the public including landlords and Human Resources professionals. Mr. Walther stated staff is working to schedule fair housing trainings in April in regards to homeownership and fair lending.

Mr. Walther stated staff is still working on having a movie night but the library is closed on Martin Luther King Day so staff is looking into other potential dates.

2. Smartphone Application Update

Alicia Abernathy, Administrative Assistant, stated the smartphone application is complete and will be launched next week. The application was launched in April 2014 but was not the desired application and staff has been working with Victory Enterprises to update the application with the new logo and other desired features. Ms. Abernathy thanks Commissioner Reynolds for testing the android beta and providing feedback.

Ms. Abernathy also stated the Civil Rights banners will be displayed on 1st Street SE and 1st Street SW for the month of October.

Ms. Yates stated the Commission, along with Kay Fisk, ADA Committee Chair, and Tom Hardecopf, ADA Vice Chair, accepted the National Disability Employment Awareness Proclamation at the September 22nd City Council meeting.

Commissioner Reynolds moved to adjourn the meeting at 4:22 p.m. Commissioner Freie seconded the motion, which was unanimously approved.

Respectfully submitted by Alicia Abernathy



OCTOBER 2015 Monthly Outreach and Education Report

Performance Goals:

- 50% of customers rating presentations satisfactory or better.
- 15% of increased knowledge in individuals after trainings.
- 2.5 or higher rating for overall customer service experience.

Outcomes:

- Individuals are satisfied with training programs/presentations and overall customer service.
- Individuals increase their knowledge about civil rights and the Commission.

	Prior Month's Actuals	Year to Date
Activities:		
Number training programs/presentations requested	0	13
Number training programs/ presentations conducted	2	34
Number of attendees at training programs/ presentations	71	787
Number of request for attendance at community events	1	25
Number of community events participated in	2	40
Number of Social Media fans	2283	2286
• Facebook		
• Twitter	342	344
Percent of customers rating training programs/presentations satisfactory or better	0	86%
Percent of increased knowledge or understanding of Civil Rights local ordinance	0	14%
Rating for overall customer service experience – Outreach	5/5	5/5

Training programs/presentations requested:

- Training to update Foundation 2 staff- Nov. 18, 2015
- General knowledge presentation to Leadership of Five Seasons group- Dec. 11, 2015
- General knowledge presentation to Immigrant Concerns Committee- March 2016



Training programs/presentations conducted:

Program/Presentation	Staff	Commissioners	Date	Attendees	Rating	Knowledge Gain
• Safe CR Fair Housing presentation	JLG/BAW	None	Oct. 20	65	N/A	N/A
• CR New Hire Orientation	BAW	N/A	Nov. 4	6	N/A	N/A

Attendance at community events:

Event	Staff	Commissioners	Date	Area
• Employee Resource Group Consortium	LY/BAW	LF	Oct. 7	Outreach
• Superhero Walk	JAA/JS	None	Oct. 17	Outreach

Attendance at boards, meetings, and others:

Boards/Meetings/Others	Staff	Commissioners	Date
• Continuum of Care meeting	BAW	None	Sept. 28
• Meet new Immigration Concerns Coordinator	BAW	None	Oct. 6
• ASAC Board meeting	LY	None	Oct. 8
• Diversity Initiative Listening Tour –Steve Herschner Utilities Director	LY	None	Oct. 9
• Diversity Initiatives Committee meeting	LY/AAA/BAW	None	Oct. 9
• Continuum of Care meeting	BAW	None	Oct. 26
• Public Safety & Youth City Council Committee meeting	BAW	None	Nov. 2



Upcoming events and opportunities:

	Time	Location	Date
• Foundation 2 staff training	12:30-1:00 PM	Foundation 2	Nov. 18
• Mediation staff training	9:00AM-12:00 PM	CRCRC office	Nov. 17
• Leadership of 5 Seasons visit	8:45-9:45 AM	CRCRC office	Dec. 11