



City of Cedar Rapids  
Civil Rights Commission  
**Outreach & Education Committee Meeting Minutes**  
Monday, March 30, 2015  
5:00 pm – 6:30 pm

**Commissioners Present:** Dr. Emily Bowman, Chair  
Mr. Leland Freie  
Ms. Ashley Reynolds

**Staff Present:** Mr. Johnny Alcivar Zuniga, Outreach Coordinator  
Ms. Alicia Abernathey, Administrative Assistant

Meeting started at 5:07 p.m.

**Public Response** - No public present

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

**Old Business** -

**1. Outreach Report**

Johnny Alcivar Zuniga presented the monthly outreach activities report showing events and trainings that were held in March. Mr. Alcivar Zuniga explained the performance measures were approved at the Commission meeting in March but the report shows N/A as no trainings were held in March. Mr. Alcivar Zuniga pointed out various activities that took place in March and stated an upcoming opportunities section was added at the end of the report.

Mr. Alcivar Zuniga stated the media contest deadline was today and several posters were received but no videos were submitted. The posters will be on display at the April 15<sup>th</sup> open house for members of the public to cast a vote for their favorite poster.

**2. Neighborhood Outreach**

Mr. Alcivar Zuniga stated the Civil Rights Commission will be going to various neighborhood association meetings and providing a presentation of what the Commission does. Mr. Alcivar Zuniga outlined the various neighborhood associations that showed interest and outlined dates and times of presentations.

Mr. Freie volunteered to present at the Wellington Heights Neighborhood Association meeting. Dr. Emily Bowman asked if staff will be at the meetings for backup to the commissioners presenting. Mr. Alcivar Zuniga stated he will be in attendance at all of the meetings. Dr. Bowman asked if there were plans to go to other neighborhood association meetings other than the ones already in progress. Mr. Alcivar Zuniga stated he reached out to every neighborhood association and these are the only ones that have gotten back to him.

**New Business** –

**1. Civil Rights Brochures**

Mr. Alcivar Zuniga stated copies of the new brochures were included in the packet. Each brochure now incorporates the new logo and the new address. Mr. Alcivar Zuniga pointed out various aspects of each brochure.

Dr. Bowman asked if the brochures will be in any other language. Mr. Alcivar Zuniga stated the update of the brochures came about as discussions were taking place to translate them to Spanish. Staff is also looking into translation into other languages as well.

Mr. Freie moved to approve the brochures following a grammatical review. Ms. Reynolds seconded the motion, which was unanimously approved.

**2. Open House Update**

Mr. Alcivar Zuniga stated the open house will start at 4:00 PM with a Meet & Greet from 4:00 – 5:30 PM. A welcome ceremony and proclamation will take place at 5:30 PM and the commission meeting will be at 6:00 PM.

**Training –**

**1. Train-the-Trainer Examples**

Mr. Alcivar Zuniga stated at the last meeting there was a request for examples. Examples were included in the packet and are compliments of the Iowa Civil Rights Commission.

**2. Train-the-Trainer – Fair Housing**

Mr. Alcivar Zuniga provided Train-the-Trainer training in regards to Fair Housing.

The meeting was adjourned at 6:32 p.m.

*Respectfully submitted by Alicia Abernathy*