



Civil Rights Commission

City of Cedar Rapids
Civil Rights Commission
Outreach & Education Committee Meeting Agenda
Monday, August 15, 2016
5:00 pm – 6:00 pm

Outreach & Education Committee Members:

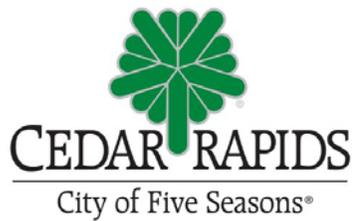
Leland Freie
Esaie Toingar

Agenda:

- I. Call to Order
- II. Approval of Minutes
- III. Old Business
 - 1. Outreach Report Bernie Walther
CRCRC Investigator 10 Minutes
 - 2. Upcoming Outreach Events Bernie Walther
CRCRC Investigator 10 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, April 18, 2016
4:30 pm – 5:30 pm

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

Staff Present: Mr. Bernie Walther, Investigator
Ms. Alicia Abernathey, Administrative Assistant

Call to Order – Dr. Emily Bowman, Chair, called the meeting to order at 4:35 p.m.

Approval of Minutes – Commissioner Bowman stated with no changes to the minutes they stand approved.

Old Business –

1. Fair Housing Poster Contest Update

Bernie Walther, Investigator, stated several posters were received for entry and multiple are in Spanish or Swahili. There were 14 entries for the Kindergarten through 5th grade age group. The 6th grade through 12th grade age group had 21 entries with 29 participants as one teacher made it a group project. The teacher also had the students watch videos on fair housing before working on the posters.

Commissioner Reynolds arrived at 4:37 p.m.

Mr. Walther stated the commissioners have been invited to vote between now and Wednesday. They will vote for two posters in each age group. If there happens to be a tie staff will vote as a tie breaker. When the winners are determined the hope is to have a presentation at the school where the student attends. The hope is to also have the winning posters displayed in the school.

2. Outreach Report

Mr. Walther stated the Facebook numbers have gone up a lot as more people are liking our page. The ratings have not changed as they were none for this month. Staff is participating in a lot of trainings this week as there is a Rental Business Training, NAACP general knowledge training and the second Mediation training. Staff has provided trainings to landlords to ensure they were in compliance with their settlement agreements. Staff also conducted Fair Lending training and participated in the Arc March with a Donna the Dolphin appearance.

3. Quarterly Trainings Update

Mr. Walther stated the EEOC quarterly training has been cancelled as there is still no contract in place. Instead, staff will be inviting the Great Plains ADA to provide a public accommodations training in August. Staff is also looking into a training that relates to Veterans and the ADA. The

goal is to hold this training in October or November and do some outreach/advertising at the Veteran's Stand Down event in early September.

4. Summer Outreach Events

Mr. Walther stated staff has signed up for the summer outreach events and commissioners are invited to sign up to join staff at the events.

Commissioner Bowman stated she will share the information with the Commission at their regular meeting and ask them to share their availability with staff.

5. FHAP Outreach Budget

Mr. Walther and Alicia Abernathey, Administrative Assistant, provided brief descriptions of some of the items listed in the outreach budget such as bus ads, trivia wheel, history timeline, promotional materials, etc.

The meeting adjourned at 5:05 p.m.

Respectfully submitted by Alicia Abernathey

DRAFT



City of Cedar Rapids
Civil Rights Commission
Outreach & Education Committee Meeting Minutes
Monday, June 6, 2016
4:30 pm – 5:30 pm

Commissioners Present: Mr. Leland Freie
Ms. Ashley Reynolds

Commissioners Absent: Dr. Emily Bowman, Chair

Staff Present: Mr. Bernie Walther, Investigator
Ms. Alicia Abernathey, Administrative Assistant

Call to Order – Leland Freie, Acting Chair, called the meeting to order at 4:33 p.m.

Approval of Minutes – The minutes were not included in the agenda packet and will be reviewed at the next meeting.

Old Business –

1. Outreach Report

Mr. Walther stated there have been over 1000 people participating in our trainings and our ratings for increased knowledge and training satisfaction have both increased. Mr. Walther stated the Commission used to use a general pre/post-test and staff recently created pre/post-tests that fit the training provided. Mr. Walther discussed the various upcoming events and stated a new event has been added to the calendar. The new event is World Refugee Day on June 20th at the downtown Library.

2. FY17 Education and Outreach Plan

Mr. Walther stated staff reviewed the FY16 Education and Outreach Plan and identified what went well and what areas can be improved. Staff worked to create a timeline of events for FY17 including costs associated with the events. Mr. Walther identified various aspects of the proposed FY17 Education and Outreach Plan. Mr. Walther stated the final plan will go before the Commission at the June meeting for review and approval.

The meeting adjourned at 4:51 p.m.

Respectfully submitted by Alicia Abernathey



JUNE/JULY 2016 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	2	30
Number training programs/ presentations conducted	6	55
Number of attendees at training programs/ presentations	166	1293
Number of request for attendance at community events	0	41
Number of community events participated in	4	45
Number of Social Media fans	2366	2364
• Facebook		
• Twitter	365	371
Percent of customers rating training programs/presentations satisfactory or better	84%	89%
Percent of increased knowledge or understanding of Civil Rights local ordinance	25%	22%
Rating for overall customer service experience – Outreach	4/5	4/5

Training programs/presentations requested:

- ASAC Staff various dates through summer



Training programs/presentations conducted:

Program/Presentation	Staff	Commissioners	Date	Attendees	Rating	Knowledge Gain
• City of CR New Hire Orientation	JG	N/A	June 6 th	10	N/A	N/A
• Skogman Staff Training	JG, BW, BG	N/A	June 9 th	57	4.2	20%
• Cedar Valley Community Support Services Staff Training	BW	N/A	June 16 th	28	4.6	10%
• New Commissioner Orientation – Marion	JG	N/A	June 16 th	N/A	N/A	N/A
• Skogman Staff Training	JG	N/A	June 23 rd	63	4.3	10%
• City of CR New Hire Orientation	BW	N/A	July 6 th	21	N/A	N/A
• New Commissioner Orientation	JG	ET	July 15 th	N/A	N/A	N/A
• City of CR New Hire Orientation	JA	N/A	August 3 rd	12	N/A	N/A

Attendance at boards, meetings, and others: REPRESENTING THE CRCRC

Boards/Meetings/Others	Staff	Commissioners	Date
• How to Deliver Exceptional Customer Service Training	AA	N/A	June 7 th
• Asian Cultural Festival	LY, BG	LF, AR	June 11 th
• Juneteenth	JG, AA, BG	AR	June 18 th
• World Refugee Day	JG, JA, AA, BG, BW	N/A	June 20 th
• Tour of Iowa City Human Rights Commission	JG, JA, BW	SI, LO	June 21 st
• Marion Civil Rights Commission meeting	LY	N/A	July 7 th
• Cedar Rapids Employee Diversity Planning Committee meeting	LY	N/A	July 7 th
• Cedar Rapids Employer Branding meeting	LY	N/A	July 7 th
• City of Cedar Rapids Career Day Planning meeting	LY	N/A	July 11 th
• SET Task Force meeting	LY	N/A	July 11 th
• Diversity Speaker Series Planning meeting	LY	N/A	July 11 th
• Public Safety & Youth Services Committee meeting – City Diversity Initiatives Update Presentation	LY	N/A	July 11 th



• CR Employee Diversity, Equity & Inclusion Team meeting	LY	N/A	July 12 th
• City Council meeting	LY, JG	N/A	July 12 th
• Initial meeting with Iowa Women Lead Change CEO Diane Ramsey regarding EPIC Corporate Challenge	LY	N/A	July 14 th
• Iowa Immigrants Entrepreneur Summit in Davenport	LY	N/A	July 19 th
• Knee to Knee Diversity Conversation	LY	N/A	July 19 th
• Website ADA Training	AA	N/A	July 20 th
• SET Task Force Committee Meeting	JA	N/A	July 21 st
• Presentation at the Iowa's Mosaic Diversity Conference	LY	N/A	July 21 st
• A Community Update and Breakfast – TotalChild	LY	N/A	July 22 nd
• Initial meeting with CR Fire Battalion Chief Andy Olesen to discuss diversity recruitment efforts	LY	N/A	July 22 nd
• Poverty Simulation hosted by Iowa Legal Aid	JG	N/A	July 22 nd
• ADA Celebration	BG	SI	July 23 rd
• Certified Public Management Session – Drake University	LY	N/A	July 25 – 27 th
• Reentry Simulation Event	JG, AA, BW, BG	LF	July 26 th
• Creating Futures Lunch and Learn	JA	N/A	July 26 th
• Juvenile Detention & Diversion Advisory Committee	LY	N/A	July 29 th
• Iowans Struggle for Racial Justice	JA	N/A	July 29 th
• DARE Summer Reading Program	JA, BW	N/A	July 30 th
• Iowa League of Iowa Human and Civil Rights Agencies meeting	LY	N/A	August 1 st
• Hosted City of Cedar Rapids site tour for the City of Des Moines Human and Civil Rights Commission Executive Director Joshua Barr	LY	N/A	August 2 nd
• CR Employee Diversity, Equity & Inclusion Team meeting	LY	N/A	August 2 nd
• CRPD Recruitment Strategies meeting	LY	N/A	August 2 nd
• Second meeting with CR Fire Battalion Chief Andy Olesen to discuss diversity recruitment efforts	LY	N/A	August 3 rd
• Marion Civil Rights Commission meeting	LY	N/A	August 3 rd



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| • City Council meeting – FY17 Work Plan Presentation | LY | SI | August 9 th |
| • Workforce Re-entry Efforts: Meeting with Sixth Judicial District
Department of Correctional Services for the State of Iowa | LY | N/A | August 10 th |
| • Meeting with Joni Ernst Legislative staff to share information about the
services provided by the CRCRC | LY | N/A | August 10 th |
| • SET Task Force Meeting | LY | N/A | August 11 th |
| • Meeting with Kirkwood Community College International Program
staff to discuss 2017 Community Wide Cultural Expo/Fair | LY | N/A | August 11 th |

Upcoming events and opportunities:

Event	Time	Location	Date
• Public Accommodations & the ADA: Rights and Responsibilities of the Business Owner	10:00 AM – 12:00 PM	Whipple Auditorium/ CR Public Library	August 29, 2016
• Veteran’s Stand Down	12:00 – 2:00 PM	Kernels Stadium	September 9, 2016
• Festival Latino	2:00 – 7:00 PM	May’s Island	September 18, 2016
• “Legacies” Diversity Speaker Series	6:30 – 7:30 PM	Whipple Auditorium, CR Public Library	September 22, 2016