



Civil Rights Commission

City of Cedar Rapids
Civil Rights Commission
Outreach & Education Committee Meeting Agenda
Monday, February 29, 2016
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. New Business

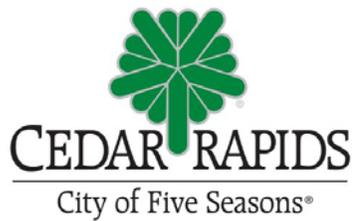
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|--------------------------------|---|------------|
| 1. Public Service Announcement | Scott Ireland
<i>KGAN</i> | 15 Minutes |
| 2. FHAP Outreach Budget | LaSheila Yates
<i>CRCRC Executive Director</i> | 10 Minutes |

IV. Old Business

- | | | |
|-------------------------------|---|------------|
| 1. Outreach Report | Bernie Walther
<i>CRCRC Investigator</i> | 5 Minutes |
| 2. Quarterly Trainings Update | Bernie Walther
<i>CRCRC Investigator</i> | 10 Minutes |
| a. EEOC | | |
| b. Fair Lending | | |
| 3. Summer Outreach Events | Bernie Walther
<i>CRCRC Investigator</i> | 10 Minutes |
| 4. Fair Housing Training | Johnny Sevier
<i>CRCRC Public Allies Iowa
AmeriCorp Apprentice</i> | 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, February 1, 2016
4:30 pm – 5:30 pm

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

Staff Present: Ms. LaSheila Yates, Executive Director
Mr. Bernie Walther, Investigator
Ms. Alicia Abernathey, Administrative Assistant
Mr. John Sevier, AmeriCorp Public Allies Apprentice
Ms. Sophie Belter, Intern

Call to Order – Dr. Emily Bowman, Chair, called the meeting to order at 4:34 p.m.

Approval of Minutes – Leland Freie moved to approve the minutes from the December 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 December and January. Mr. Walther stated PFLAG and Immigrants Concern have requested staff trainings, “Selma” movie night was a successful event with over 30 people in attendance and Mediation and Fair Lending are our upcoming trainings.

New Business –

1. Poster Contest

Sophie Belter, Intern, stated the contest will be broken into two groups based on grade rather than age. The community schools will be used as a channel of communication and will help get the word out to students. Ms. Belter stated there will be a first place winner and a runner up from each group and they will receive a participation prize, scholarship money and will have their poster displayed in their school. Ms. Belter stated the Outreach Committee or all Commissioners can serve as judges and the estimated cost is approximately \$1,500.

2. Fair Housing Training

Johnny Sevier, AmeriCorp Public Allie Apprentice, stated the Fair Housing training will be an interactive training that participants will complete to receive a certification. CRCRC staff will be notified when the training is complete to track who completed the course. There will be a confidential survey included in the training for participants to rate the training and the customer service they received.

3. Internship Program

LaSheila Yates, Executive Director, stated two part time intern positions were funded through leftover money. The interns will focus on outreach efforts as well as assist with investigations.

4. Quarterly Trainings Update

a. EEOC

Mr. Walther stated staff is still working on the contract with the EEOC and once the contract is signed a date will be determined. Staff is planning on having the training in May.

b. Mediation

Mr. Walther stated Mediation training is set for February 9th from 10:00 AM to 12:00 PM. The training will be held at the Cedar Rapids Police Department.

c. Fair Lending

Mr. Walther stated staff is trying to partner with the Cedar Rapids Realtors Association and they are sharing the proposed agenda with their outreach committee in February but see no issues with partnering. The training will be held on April 12th.

d. FY17 Training Ideas

Mr. Walther stated staff is looking into public accommodations training for the public that would include a piece on service animals. Staff is also looking into a training for veterans that would include ADA training.

5. Summer Outreach Events

Mr. Walther pointed out various outreach events that will take place this summer including AsainFest, PrideFest, Festival Latino, Stand Down Event, ADA Celebration and Juneteenth.

The meeting adjourned at 5:20 p.m.

Respectfully submitted by Alicia Abernathey

City of Cedar Rapids
 Capital Improvement Projects
 HUD-FF207K137012 Fair Housing
 Budget Year Ending June 30, 2016
 793606

Scope Name
 Report Request

793606
 JG_CIP
 JG_CPBP

Account	Description	Fiscal Year Actual 2016-06-30	Total Project Budget	Prior Years Actual 2015-06-30	Fiscal Year 2016 Council Amended Budget	Fiscal Year 2017 Department Request Budget	Fiscal Year 2018 Department Request Budget	Fiscal Year 2019 Department Request Budget	Fiscal Year 2020 Department Request Budget	Fiscal Year >= 2021 Department Request Budget
114501	Due From Other Funds - Inter	43,819.51		51,461.91	-	-	-	-	-	-
114601	Due From Other Governments Assets	-		-	-	-	-	-	-	-
		<u>43,819.51</u>		<u>51,461.91</u>						
211002	Vouchers Payable - On line	(500.00)		(3,470.30)	-	-	-	-	-	-
211011	Revenues Collected in Advance Liabilities	-		(47,991.61)	-	-	-	-	-	-
		<u>(500.00)</u>		<u>(51,461.91)</u>						
421001	Federal Operating	(47,991.61)	(27,008.39)	(27,008.39)	-	-	-	-	-	-
431303	Registration Fees	-	(3,952.00)	(3,952.00)	-	-	-	-	-	-
483002	Operating Transfer In - Intra Revenues	-	(21,131.19)	(21,131.19)	-	-	-	-	-	-
		<u>(47,991.61)</u>	<u>(52,091.58)</u>	<u>(52,091.58)</u>						
521100	Advertising & Marketing	923.00	7,447.03	7,447.03	-	-	-	-	-	-
521108	Other Professional Services	695.00	200.00	200.00	-	-	-	-	-	-
522101	Computer Software Maintenance	630.00	-	-	-	-	-	-	-	-
523107	Phone Services	-	250.00	250.00	-	-	-	-	-	-
524100	Rental of Land & Buildings	-	25.00	25.00	-	-	-	-	-	-
525102	Printing, Binding, & Duplicate	485.00	2,718.93	2,718.93	-	-	-	-	-	-
531102	Awards & Recognition	-	600.00	600.00	-	-	-	-	-	-
531103	Books & Subscriptions	-	124.95	124.95	-	-	-	-	-	-
531116	Office Supplies	79.84	171.72	171.72	-	-	-	-	-	-
531118	Program Supplies	399.60	126.01	126.01	-	-	-	-	-	-
541106	Grants & Contributions	366.00	37,275.00	37,275.00	-	-	-	-	-	-
542102	Conferences, Training, Travel	1,079.71	2,553.94	2,553.94	-	-	-	-	-	-
542103	Dues & Memberships	-	599.00	599.00	-	-	-	-	-	-
542108	Postage & Freight Expenditures	13.95	-	-	-	-	-	-	-	-
		<u>4,672.10</u>	<u>52,091.58</u>	<u>52,091.58</u>						
	Net	<u>(43,319.51)</u>	-	-	-	-	-	-	-	-
	(None)		52,091.58	52,091.58	-	-	-	-	-	-
	Expenditures by Class		<u>52,091.58</u>	<u>52,091.58</u>						

SUMMARY			
	Project Budget	Project Live to Date Actual	Difference
Revenues	\$ (52,091.58)	(100,083.19)	47,991.61
Expenditures	\$ 52,091.58	56,763.68	(4,672.10)
Net Rev / Exp	-	(43,319.51)	43,319.51
Assets		43,819.51	
Liabilities		(500.00)	
Equity		<u>43,319.51</u>	
LTD Reconciliation		-	



FEBRUARY 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	3	20
Number training programs/ presentations conducted	2	41
Number of attendees at training programs/ presentations	55	873
Number of request for attendance at community events	0	26
Number of community events participated in	0	40
Number of Social Media fans	2309	2328
• Facebook		
• Twitter	356	362
Percent of customers rating training programs/presentations satisfactory or better	0	100%
Percent of increased knowledge or understanding of Civil Rights local ordinance	0	21%
Rating for overall customer service experience – Outreach	0/0	5/5

Training programs/presentations requested:

- Landlords of Linn County April 14, 2016
- Cedar Rapids Area Association of Realtors annual breakfast April 21, 2016
- Mediation (second presentation) April 22, 2016
- Law Day May 25, 2016



Training programs/presentations conducted:

Program/Presentation	Staff	Commissioners	Date	Attendees	Rating	Knowledge Gain
City of CR new hire orientation	JG	N/A	Feb. 3, 2016	8	NA	NA
Mediation	BW/JS/AA/SB	RW/LO	Feb. 9, 2016	47	NA	NA

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

Boards/Meetings/Others	Staff	Commissioners	Date
• Marion Civil Rights Commission Meeting	LY, AA	NA	Feb. 3, 2016
• Law Day initial planning committee meeting	LY	NA	Feb. 3, 2016
• City Council meeting- budget discussion	LY	KR	Feb. 4, 2016
• Rockwell Collins African American Professional Forum ERG	LY	NA	Feb. 5, 2016
• City of CR Diversity Planning Committee meeting	LY	NA	Feb. 5, 2016
• KCRG interview ref. Mediation training	LY/BW	NA	Feb. 8, 2016
• Planning meeting; public sector career day (CRCSD)	LY	NA	Feb. 8, 2016
• CRPD recruitment strategies meeting	LY	NA	Feb. 8, 2016
• Creative Corridor Regional Vision Strategy Steering Committee	LY	NA	Feb. 10, 2016
• Metro-wide Transit Study Stakeholder interview	LY	NA	Feb. 17, 2016
• Workplace Diversity discussion at Alliant Energy	LY	NA	Feb. 18, 2016
• Police Chief's Advisory Committee meeting	LY	NA	Feb. 18, 2016
• Marion Civil Rights Commission Special meeting	LY/AA/JA	NA	Feb. 22, 2016
• Diversity Dashboard update with CRCSD	LY	RW	Feb. 23, 2016
• City Council meeting	LY/JG	NA	Feb. 23, 2016
• Law Day 2016 planning committee meeting	LY	NA	Feb. 23, 2016
• ICRC Building and Design seminar	JA/JG	NA	Feb. 26, 2016
• NFHTA week 2 online training	JG/BW	NA	Month of February



Upcoming events and opportunities:

Event	Time	Location	Date
• Fair housing & lending practices training by JMLS	10am-12pm	CR library	April 8, 2016
• Immigrant Concerns general knowledge presentation	1-1:30pm	Catherine McAuley Ctr.	April 13, 2016
• Landlords of Linn County meeting	7pm	Longbranch	April 14, 2016
• Cedar Rapids Area Association of Realtors meeting	9-10:30am	TBD	April 21, 2016
• Mediation training	9am-noon	CRPD Community Room	April 22, 2016
• EEOC staff training	8am-4pm	CRCRC offices	May 11, 2016 (tentative)
• EEOC public outreach	10am-noon	TBD	May 12, 2016 (tentative)
• Law Day	TBD	CRCRC offices	May 25, 2016
• PrideFest	TBD	Club Basix	June 4, 2016
• Asian Festival	Noon-10pm	McGrath Amphitheatre	June 11, 2016
• Juneteenth	TBD	African American Museum	June 18, 2016
• ADA celebration	TBD	Kernels Stadium	July 23, 2016
• Veteran's Stand Down	TBD	Kernels Stadium	Sept. 9, 2016
• Festival Latino	TBD	Veteran's Memorial Park	Sept. 18, 2016