

CEDAR RAPIDS CIVIL RIGHTS COMMISSION (CRCRC)

MEETING MINUTES

February 18, 2015 5:30 p.m.

Civil Rights Commission

50 2nd Avenue Bridge

Cedar Rapids, IA 52401

Commissioners Present: Mr. Keith Rippy, Chair
Dr. Emily Bowman
Mr. Leland Freie
Ms. Paulette Hall
Ms. Laura O’Leary
Ms. Ashley Reynolds
Dr. Ruth White
Mr. Keith Wiggins

Commissioners Absent: Ms. Tamara Cronin
Ms. Salma Igram, Vice Chair
Mr. Robin Tucker

Staff Present: Ms. LaSheila Yates, Executive Director
Ms. Stefanie Munsterman-Robinson, Senior Investigator
Ms. Janet Abejo, Investigator
Ms. Elizabeth Macias, Investigator
Mr. Johnny Alcivar-Zuniga, Outreach Coordinator
Ms. Alicia Abernathey, Administrative Assistant

Guests: Susie Weinacht, Bret Nilles

I. Call to Order

Commissioner Rippy, Chair, called the meeting to order at 5:35 p.m.

II. Roll Call/Introductions

Commissioners, staff and guests introduced themselves.

III. Public Response

No public present.

IV. Approval of Minutes from January Meeting

Commissioner O’Leary moved to approve the January Meeting minutes. Commissioner Hall seconded the motion, which was unanimously approved.

Commissioner White arrived at 5:40 p.m.

V. Action Items

Tapia V. Collins Public Hearing Results

Commissioner Rippy stated the Administrative Law Judge ruled in favor of the Respondent and is requesting the Commission pay the legal bills. LaSheila Yates, Executive Director, stated the cost is \$2,200 and staff is waiting on a response for the City Attorney’s office.

Stefanie Munsterman-Robinson, Senior Investigator, stated the \$2,200 includes the cost of the judge and the recorder. Typically whoever loses the case pays the fees.

Commissioner Reynolds asked why credit reports pulled by the credit union were not included in the public hearing. Ms. Munsterman-Robinson stated the judge ruled them to be inadmissible along with a few other items.

Commissioner Hall stated this ruling should not prevent the Commission from taking other cases to public hearing.

Commissioner O'Leary moved to approve the ruling of the Public Hearing for Tapia V. Collins. Commissioner Wiggins seconded the motion, which was unanimously approved.

Acceptance of 2014 Annual Report

Ms. Yates stated this is a content review as staff is still reviewing the report for grammatical errors. Ms. Yates stated the 2014 Annual Report will be presented to the City's Public Safety Committee and also to City Council. Ms. Yates provided a PowerPoint presentation outlining the roles of the Commission, staff, Commissioners and contents of the annual report.

Commissioner Freie moved to approve the 2014 Annual Report pending grammatical review and corrections. Commissioner Hall seconded the motion, which was unanimously approved.

VI. **Report from Chair**

State of Equity

Commissioner Rippy stated he and LaSheila met with Al Rowe to discuss the 2014 State of Equity report. Commissioner Rippy stated Mr. Rowe will meet with the Commission for a work session on March 10th from 4:00 to 7:00 p.m.

Regional Performance Assessments

Ms. Yates stated staff pulled information from other regions and used the information to set investigation standards. Commissioner Rippy stated the information shows other regions do not have Commissions as large as Cedar Rapids. Commissioner Rippy stated work will be done to get the Commission down to nine members to align with the number of members on City Council.

VII. **Committee Reports**

Finance

Ms. Yates stated the Finance Committee met last week and had a Finance 101 with Casey Drew, Finance Director and Ronda Jones, our Budget Analyst. Commissioner Hall stated the training was very useful and provided good information.

Outreach and Education

Johnny Alcivar-Zuniga, Outreach Coordinator, stated the Outreach and Education Committee will meet next week. Mr. Alcivar-Zuniga stated the Commission's commercial will be filmed on Friday at 10:00 a.m. Also, two Donna the Dolphin events will take place on March 6th at the Cedar Rapids Library that will follow with a poster contest workshop.

Development and Personnel

Commissioner O'Leary stated eight out of eleven commissioners and five staff members submitted a review of the Executive Director, LaSheila. The Committee met with LaSheila earlier this week and provided her six month performance review and it went really well. The next performance review will be completed in September.

Marion Civil Rights Commission Liaison

Bret Nilles, Marion Commissioner, stated the February meeting was very productive as the Rules of Practice and Committee Charters were approved. Elections for Chair and Vice Chair were held and remain Steve Moshier as Chair and Joe Stutler as Vice Chair. Mr. Nilles also stated the Commission will be holding their Meet & Greet event on March 4th following the Commission meeting. Mr. Nilles also stated staff provided Education Training at the February meeting.

Commissioner Wiggins left the meeting at 6:20 p.m.

VIII. Mission Moment – Commissioner Training

Ms. Yates stated she would like the Cedar Rapids Civil Rights Commission to be the best Commission in the region. Ms. Yates provided a PowerPoint presentation outlining the scope of services, Commission powers, Commissioner roles, City Council liaison roles, staff roles and defined conflicts of interest.

Commissioner Reynolds left the meeting at 6:41 p.m.

Commissioners and staff broke up into groups and discussed various conflicts of interest scenarios. The scenarios were then shared with the overall group.

Commissioner White left the meeting at 6:55 p.m.

IX. Director's Report

Ms. Yates reported on the following:

- An investigator resigned from her position and the position has been posted to the City's website until March 6th.
- Staff is now reading Crucial Conversations and will be discussing at monthly lunches.
- Staff is working to secure funds for an AmeriCorp Vista position.
- Staff is currently working to transfer 24 aged cases to the Iowa Civil Rights Commission.

X. Adjournment

The meeting adjourned at 7:07 p.m.

The next meeting will be held on March 18, 2015 at 5:30 p.m. at the Commission Office, 50 2nd Avenue Bridge.

Respectfully submitted by Alicia Abernathy