

**CEDAR RAPIDS CIVIL RIGHTS COMMISSION (CRCRC)**

**MEETING MINUTES**

**September 16, 2015 5:30 p.m.**

Civil Rights Commission

50 2<sup>nd</sup> Avenue Bridge

Cedar Rapids, IA 52401

**Commissioners Present:** Mr. Keith Rippy, Chair  
Ms. Salma Igram, Vice Chair  
Dr. Emily Bowman  
Mr. Leland Freie  
Ms. Laura O’Leary  
Mr. Robin Tucker  
Dr. Ruth White  
Mr. Keith Wiggins

**Commissioners Absent:** Ms. Ashley Reynolds

**Staff Present:** Ms. LaSheila Yates, Executive Director  
Ms. Judy Goldberg, Investigator  
Ms. Alicia Abernathy, Administrative Assistant

**Guests:** Ken Morris, Paul Hayes

**I. Call to Order**

Commissioner Rippy, Chair, called the meeting to order at 5:34 p.m.

**II. Roll Call/Introductions**

Commissioners, staff and guests introduced themselves.

**III. Public Response**

No public response.

**IV. Approval of Minutes from August Meeting**

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

**V. Cedar Rapids Community School District State of Equity Update**

Paul Hayes, Cedar Rapids Community School District, provided statistics for employee diversity, student diversity, AP enrollment by ethnicity, AP enrollment of students on free or reduced lunch, Program for Academic and Creative Talent enrollment by ethnicity and free or reduced lunch, % graduated and enrolled in post-secondary institution by ethnicity and suspensions by ethnicity.

Mr. Hayes stated the school district is working to identify and eliminate barriers to address the disparities. Mr. Hayes stated the school district is also working to hire and retain diverse educators.

Ken Morris, Cedar Rapids Community School District, stated work is being done that focuses on cultural consciousness of educators and families. A Diversity Committee has been established and an Equity Plan has been created to address disparities in the school district.

VI. **Report from Chair**

*State of Equity Report Update - Education*

Commissioner Rippy stated he had no updates to present.

VII. **Action Items**

*Motion Authorizing the Executive Director to sign a FY15 Cooperative Agreement with HUD and staff to take additional action as needed to fully execute the agreement.*

LaSheila Yates, Executive Director, stated there is an increase in the amount of funds that will be received as compared to last fiscal year. Ms. Yates identified the amounts the Commission would receive for complaint processing, HUD approved training and administrative costs.

Commissioner Tucker asked if the full amount for training is anticipated to be spent. Ms. Yates stated she believe all or majority of the funding for training will be utilized as Investigator Goldberg and Investigator Walther will be completing week one and week two of investigative training. The money is also used to cover cost of travel to the trainings as well. Ms. Yates stated there is a training opportunity on November 6<sup>th</sup> through the Iowa Civil Rights Commission and if Commissioners want to attend the housing portion of the training it would be covered from this money. Ms. Yates stated additional information regarding the training will be sent out via email.

Commissioner Igram moved to authorize the Executive Director to sign a FY15 Cooperative Agreement with HUD and staff to take additional action as needed to fully execute the agreement. Commissioner White seconded the motion, which was unanimously approved.

*Motion approving the State of Equity Report Update (one-sheeter)*

Ms. Yates stated a State of Equity Report update was created and approved by the Outreach Committee on Monday, September 14<sup>th</sup>.

Commissioner Bowman stated the Outreach Committee suggested a few minor corrections in regards to typos but were impressed by the work that has been done in regards to the State of Equity report in regards to follow up.

Commissioner Tucker moved to approve the State of Equity Update (one-sheeter). Commissioner Freie seconded the motion, which was unanimously approved.

VIII. **Committee Reports**

*Outreach Committee*

Commissioner Bowman stated a quick meeting was held on Monday, September 14<sup>th</sup>. The Outreach Report was reviewed to show outreach events attended and upcoming events. Outreach events will be scaled due to changes in staff.

*Development and Personnel Committee*

Commissioner Rippy stated the performance appraisal of Executive Director LaSheila Yates is coming up soon. Commissioners need to complete their evaluations and send them to Commissioner O'Leary. The appraisal will be scheduled in the coming weeks.

*Marion Civil Rights Commission Liaison*

Commissioner Tucker stated Marion's outreach event was scheduled for October but has been pushed back to February. Marion won't be using the Roll of the Dice game but will be using a different game called Star Power. Judy Goldberg, Investigator, provided the Commission with an overview of how the game works.

Commissioner Tucker stated Marion filled one of two vacancies and is working to fill the other vacancy to be back up to 11 commissioners.

Commissioner White left the meeting at 6:58 p.m.

Commissioner Wiggins left the meeting at 7:00 p.m.

**IX. Mission Moment – CTS Language Link**

Ms. Goldberg stated there has been a need to communicate with complainants, witnesses or respondents that speak languages other than English. Ms. Goldberg stated she researched a lot of places and CTS Language Link is 62 cents per minute and is used by the Iowa Civil Rights Commission. Ms. Goldberg explained how to use the services and stated it is a live person on the phone, no appointment is necessary and they speak approximately 270 languages.

**X. Director's Report**

Ms. Yates stated she will be out of the office starting October 12<sup>th</sup> until November. Janet Abejo will serve as the person in charge (PIC) during that time. Ms. Yates stated some staff members and the Chair are unable to attend the regularly scheduled meeting in October. Commissioner Rippe stated the October meeting will be moved to October 28<sup>th</sup>.

**XI. Adjournment**

The meeting was adjourned at 7:10 p.m.

*Respectfully submitted by Alicia Abernathy*