

CEDAR FALLS HUMAN RIGHTS COMMISSION
Meeting Minutes
September 15, 2008

- I. CALL TO ORDER/ATTENDANCE: Chairperson Winther called the meeting to order at 7:02 p.m., introductions were completed, and new commissioner Willie Barney was welcomed. Other commissioners present: Callaghan, Day, Langan, Luvert, and Schlicher. Commissioners Busch and Johns were absent. Attorney Beth Hansen, Personnel Specialist Brenda Balvanz, and UNI graduate students Janet Howe and Carissa Barker were also present.
- II. AGENDA CHANGES/COMMENTS FROM THE PUBLIC – Graduate students Howe and Barker were welcomed and they explained they were attending for their Social Policy class.
- III. APPROVAL OF 8-18-08 MINUTES - Motioned by Day, seconded by Langan. All Ayes.
- IV. COMMITTEE & STAFF REPORTS: The following committee minutes were received and filed as motioned by Day, seconded by Luvert; all Ayes.
 - Executive: 8-18-08
 - Education: 8-4-08

Winther noted Committee Chairs should review their FY09 goals with committee members and funding requests be discussed during the next month. Balvanz mentioned a thank you card was received from Rekha Shankar.

- V. OLD BUSINESS
 - a. *New Commissioner Orientation/Openings & Interested Parties* – An orientation session will be scheduled this fall. Balvanz will locate the fact finding DVD for new commissioners to view and send applications and materials to the interested UNI professor and students that expressed interest in being new commissioners. Hansen will research if students are eligible as new commissioners if they are not permanent residents. She suggested if out-of-state tuition is paid, no further consideration is necessary; if in-state tuition is paid, the individual's residency needs to be explored.
 - b. *DVD* – Day tried to present at the 9/8 UNI Cultural Fest but the laptop lacked needed software to operate. The DVD was viewed and positively received by commissioners and attending graduate students. Balvanz will contact EdgeCore regarding translator contacts and closed captioning.
 - c. *MET Bus Anti-Discrimination Advertising & Welcome Sign Slogans* – Balvanz talked to Visitors & Tourism Manager Kim Burger regarding the addition of an anti-discrimination slogan to the Cedar Falls' welcome signs. There are banner poles for placement at the top for a more economical approach. The signs were the result of the V&T, UNI & City Council. She suggested proposing a slogan to these parties. The Education Committee will discuss further.
- VI. New Business
 - a. *Complaint/Case Activity Since 8/18 mtg.*– Balvanz explained enhancements to the complaint spreadsheet and provided case updates. Hansen suggested administrative closure for complaints that settle, and then fail in mediation. This will be discussed at the next meeting; hold on proceeding with complaint 08-09 until discussed. A complaint form was requested and Hansen and staff processed it to begin complaint processing transition from City staff to Swisher & Cohrt. Hansen informed commissioners the complaint form was updated to include sexual orientation and gender identity as bases of discrimination and to reflect that complainants have 300 days to file a complaint. The complaint form now mirrors ICRC's complaint form. She suggested a random assignment of fact finders to include a newer commissioner and two experienced commissioners. Schedules and conflicts of interests will also be considered.

b. *Fall Training Approvals or Outreach Opportunities*

1. 9/8 UNI Cultural Fest – Day reported it rained so the event was held inside the Union. Due to this, there was less foot traffic and the DVD wasn't able to be shown due to lack of computer software, but conversations with interested parties took place and two new commissioner leads were obtained.
2. 10/2 League of IA Human Rights Agencies Annual Meeting – Busch, Callaghan, Hansen, and Balvanz will attend.
3. 10/2 Diversity Conference at Isle of Capri – No one plans to attend.
4. 10/25 NAACP Freedom Fund Dinner – Individuals may opt to attend since the Commission does not plan to sponsor a table.
5. 11/7 C.V. Conf. On Human Rights – Day reported David Jackson will be the keynote speaker and the conference will be held at Hawkeye Community College. Youth and adults will attend sessions together and there will be a time for students to dialogue. The Commission will have a display table and funding needs to be discussed at the 10/6 Professional Development meeting, then at the 10/20 Commission meeting.

VII. NEXT MEETING DATE: 10-20-08 at 7:00 p.m., Duke Young conference room. Day noted he will be absent.

VIII. ANNOUNCEMENTS/ADJOURNMENT: The meeting was adjourned at 8:17 pm. as motioned by Day and seconded by Winther.

Submitted by Brenda Balvanz