

**URBANA HUMAN RELATIONS COMMISSION
MINUTES
April 14, 2004**

MEMBERS PRESENT: Carl Reisman, Peter Resnick, Cope Cumpston, Marion Knight, Lisa Mosley, Ivon Ridgeway and Alex Cater, Student Representative

MEMBERS EXCUSED: Lester Pritchard

MEMBERS ABSENT: Turk Peacock, Candace Godbolt

STAFF PRESENT: Vacellia Clark

OTHERS PRESENT: Beverly Jackson-Lacy

I. CALL TO ORDER AND ROLL CALL

There being a quorum, Chair Knight called the meeting of the Urbana Human Relations Commission to order at 5:30 p.m.

II. APPROVAL OF AGENDA

The agenda was approved as submitted.

III. APPROVAL OF MINUTES

The minutes of the meeting of March 10, 2004 were reviewed. A motion was made by Cope Cumpston to approve the minutes. Motion seconded by Peter Resnick. All voted aye. The minutes of the meeting of March 10, 2004 were approved.

IV. PUBLIC INPUT

Beverly Jackson-Lacy addressed the Commission on behalf of the National Council of Negro Women, Inc. Ms. Jackson-Lacy had previously sent a letter to Ms. Clark, which was copied to the Commission, requesting support for the Council's annual fundraiser, which will be held in November.

VI. STAFF REPORT

Mona Shannon, Personnel Manager appeared before the Commission to discuss recent hiring practices. Ms. Shannon reported to the Commission on changes that have been made in the employee benefits.

Ms. Shannon distributed a handout about diversity and equal employment opportunities, in addition to reviewing the handouts that were included in the commissioner's packets.

V. OLD BUSINESS

A. City Contracts

Pete Resnick reported that he met with the Mayor and Ms. Clark as a follow up to their previous meeting on city contracts. He indicated that the current plan is that after the bids have come in, Ms. Clark will have a chance to sign off on them and will get the Commission a copy of repeat vendors and EEO information on file. The Commission should develop a procedure that they would like to follow. The other category is subcontractors and the hope is that the subs will be brought in line with the main contractors.

The current recommendation is that the HRO will do the review and then at the Commission meeting following her review the commissioners will be given copies of the EEO and vendor information. It was suggested that the Commission review all individual bids over \$25,000 or \$50,000 combined.

Ms. Clark reported that there was a discussion among staff regarding changing the current form and adding subcontractor information to make the general contractor agree to making their subcontractors comply with City EEO hiring. Ms. Clark indicated that once a rough draft of the EEO Form has been done it would be mailed to the commissioners for review. She also indicated that she would send a sampling of CPFs, which have been received.

VI. NEW BUSINESS

There was no new business.

VII. OFFICER'S REPORT

A. HRO Activity Report

The HRO Activity Report was distributed.

Ms. Clark reported that she has been working with the Fire Chief to develop a Fire Fighter Cadet Program.

B. Budget Report

The Commission reviewed the budget report.

It was agreed that Ms. Clark will contact Ms. Jackson-Lacy regarding her request for financial support and let her know that the request is pending and the commission is considering it.

VIII. STUDENT REPORT

Alex Cater reported on testing at the high school and bridging the gap in testing scores.

IX. ANNOUNCEMENTS

There were none.

X. ADJOURNMENT

There being no further business to come before the Commission, Chair Knight adjourned the meeting at 6:59 p.m.

Respectfully submitted,

Jolinda Ross
Recording Secretary