HUMAN RELATIONS COMMISSION
MEETING MINUTES
December 17, 2003

MEMBERS PRESENT	MEMBERS ABSENT	STAFF
Gilbert Blanks	Kathleen Conley	Catherine Brechtelsbauer
Teressa Delph		
Kelly Ellis	EX-OFFICIO	GUESTS
Alice Lewis		
Edward Peterson		
Thomas Ramundo		
Will Riley		
Parrish Stahl		

1. CALL TO ORDER:
The meeting was called to order at 6:30 p.m. by Vice Chairman Ramundo. Roll call was taken.

Vice Chairman Ramundo introduced Catherine Brechtelsbauer as interim HRC Staff and welcomed her to the meeting. The Commission was pleased that she attended.

2. GUEST:
None.

3. CITIZEN COMMENT:
None.

4. APPROVAL OF MEETING MINUTES:
A motion was made by Will Riley and supported by Gilbert Blanks to approve the November 19, 2003, meeting minutes. The motion carried.

5. POLICE LIAISON:
No report

6. COMMUNITY UPDATE/CHAIRMAN'S CORRESPONDENCE:
Staff shared with the Commissioners, The Michigan Civil Rights Newsletter, and offered to make copies for all Commissioners.

7. STAFF REPORT:
Staff reviewed the financial reports and answered any questions from Commissioners. A question arose about the line item for the Martin Luther King Breakfast. Teressa reported that now that the speaker has been confirmed, the Martin Luther King Breakfast committee will be able to go forward with other details. A Martin Luther King Breakfast committee meeting will take place on December 18, 2003, at the Chamber Suite, One Jackson Square, at

7:30 a.m. Dr. Isaiah McKinnon will be the speaker. The Jackson District Library will share the cost for the speaker. Dr. McKinnon is a former Detroit Police Chief and an author.

A discussion followed regarding staffing of the HRC.

A motion was made by Gilbert Blanks and supported by Parrish Stahl to accept the Financial Report.

8. COMMITTEE REPORTS:

Community Needs - Gilbert Blanks

Gilbert Blanks reported that he attended a dinner at the Islamic Center. It was a well attended dinner and they are aware of the Human Relations Commission.

Parrish Stahl reported another Family Picnic is being planned for June 2004, since the last one was so successful.

Proposed Civil Rights Ordinance

No report.

Diversity Training – Parrish Stahl

Chairman Riley appointed Parrish Stahl as Chairman of the Diversity Committee. He also changed the name of the committee from Diversity Training to Diversity. This change will be reflected on the next meeting agenda.

Teressa Delph made a motion to approve the appointment of Parrish Stahl as Chairman of the Diversity Committee. Alice Lewis supported the motion. The motion carried.

Gilbert Blanks reported that he received a telephone call from Western School to discuss a plan to have a Diversity Day. He will follow up in a couple of weeks.

Network and Coalitions

No report.

Labor and Industry – Alice Lewis

Chairman Riley appointed Alice Lewis to Chair the Labor and Industry Committee. The committee will consist of Alice Lewis, Teressa Delph and Will Riley. Alice accepted the position and reported she would like to plan a conference in Jackson with the Michigan Civil Rights Commission as a result of attending a conference in Lansing sponsored by the Department of Civil Rights. Teressa and Alice attended the workshop.

Diversity/Minority Employment/City - Teressa Delph
Teressa reported that she had not received an EEO report from the City, and asked Staff to inform her what is being done or the plans for a replacement for Mr. Jenkins' position. Staff replied that a decision from the City Manager has not been finalized and explained who will serve on the interview committee and what the process may be. She further explained her role and responsibilities to the HRC as interim staff. Also, she introduced her responsibilities as Labor Relations and Personnel Director.

After a brief discussion and Staff answering questions from the HRC, Chairman Riley thanked Staff and expressed it is a privilege to work with her and called for a motion to send a letter of recommendation to the Manager requesting that the Personnel Director conduct a nationwide search to hire a replacement for Henry's position.

Gilbert Blanks made a motion to submit a letter of recommendation to the City Manager that the Personnel Director conduct a nationwide search for the Assistant City Manager/Operations position. Kelly Ellis supported the motion. The motion carried.

Staff reported that she will send a quarterly EEO report. The numbers will change because of Henry Jenkins' departure. A discussion followed regarding City minority staffing.

Mediation Training
Teressa Delph reported she and Alice Lewis, as well as Chairman Riley, were involved with a mediation on November 22, 2003. This was a referral by the Jackson Police Department and she encouraged any other HRC member interested in becoming a mediator to attend training, which is planned for the near future. Chairman Riley explained the process and indicated the mediator training he has taken is helpful both on the job and day-to-day. Also, recent past mediations were reviewed.

Public Relations and Information - Ed Peterson
No report.

Oneness of Human Kind - Ed Peterson
No report.

Communication with City Council - Alice Lewis
Alice Lewis reported that she had talked with 4th Ward City Councilmember Sarah Mead and invited her to attend an HRC meeting. She also spoke with 1st Ward City Councilmember Carl Breeding regarding Henry Jenkins' farewell party.

Maintain Full Membership - Thomas Ramundo
No report.

10. OLD BUSINESS:

Film Festival

A lengthy discussion was held regarding another Film Festival. Kelly Ellis volunteered to contact Libby Brown and schedule a lunch meeting with Staff to plan something with the Jackson High School Debate team or perhaps a mock trial. Due to timing, it was decided to meet with teachers that may be involved and then decide when to schedule the film. Alternative funding for the film was discussed.

Study Circles - Gilbert Blanks

Gilbert reported a Study Circle meeting was successfully held on Tuesday, December 16, 2003, on the 14th floor of City Hall. The purpose of the meeting was to plan when the next Study Circles will take place and some networking activities. A potluck took place and the group shared Ethnic food.

Parrish Stahl discussed the following activities being offered:

- Socrates Café – scheduled January 6, 2004
- Diversity Arts Festival and Homecoming – June 26, 2004. A brainstorming session took place to create a theme for this project. They included Arts, Kids Arts, Kids Skits/Dance.
- Cultural Experience Day – Jewish Temple, Muslim Mosque, Center for Independent Living, NAACP, Senior Center, Hispanic Culture.

Gilbert will also contact Big Brothers/Big Sisters to possibly participate in some of these activities.

Oratorical Contest - Teressa Delph

Teressa Delph reported that some of the contest judges have been contacted and right now there are three judges that have committed to participate. The information has been sent to Jackson County area schools, English teachers, principals and administrators, and churches. Discussion followed regarding possibly approaching area restaurants for coupons to be given to Oratorical Contest participants. Staff advised that Fazoli's Restaurant has a new promotions director who is willing to work with groups, and HRC may want to approach her for a donation also. Alice also suggested that the teachers receive some recognition.

11. NEW BUSINESS:

Ed Peterson asked where the HRC newsletters are distributed. Staff replied that she will look

into this for the next meeting.

Alice Lewis advised the Commission that pictures of Henry Jenkin's farewell party are available for copies to be made. Also, she expressed appreciation to Lt. Mary Jo Kennedy for providing the camera at the event.

Martin Luther King Breakfast tickets were discussed. The Breakfast will be held on January 16, 2004, at the Jackson County Fair Events Center, 7:30 a.m. The tickets will cost $10 each. It was decided that each HRC member will pay for their own ticket.

Teressa had two names of people that are interested in volunteering for the HRC. Chairman Riley advised Teressa to give the names to staff to be kept on file.

Gilbert Blanks asked about the upcoming CDBG process. Staff advised that the Citizen's Advisory Council (CAC) is appointed by the City Council, and their purpose is to make recommendations to the City Council regarding CDBG funding. Mr. Blanks expressed an interest in attending a CAC meeting.

Tom Ramundo updated the Commission regarding a complaint he had received that was discussed at a previous HRC meeting.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Teressa Delph

Teressa Delph
Secretary