

Minutes
West Lafayette Human Relations Commissions
August, 20th 2013
City Hall

In attendance: Vidhya Iyer, Charlie Shook, Wei Hong, Susan Thomas, Phil Subeck, Yaman Kaakeh, Sang-A Yun, and Abbee Westbrook. Zach Williams, city attorney.

Not in Attendance: Kim Reisman

I. Regular Business

- a. Meeting called to order - 7:00
- b. Agenda amended (seconded by Iyer)
- c. Appointed Abbee Westbrook as assistant secretary.
- d. Hand out contact sheet, for commission members
- e. Motion to approve the minutes (Subeck seconded)

II. Continuing Business

- a. Introductions: The commissioners introduced themselves to the new members.
- b. Realtors Cultural Competency workshop: Ms. Iyer was on the panel Iyer and Mr. Shook was in attendance. It was an overall positive experience according to Mr. Shook. Attendees were able to ask the panel questions, about selling houses, and if if they needed to be aware of any special considerations.
- c. Diversity Roundtable: Mr. Subeck attended the meeting; He briefed the commission about the upcoming movie about marriage equality. The roundtable also discussed how the number of racial acts at Purdue. Groups met with Purdue president Mitch Daniels and he agreed to send a letter to all new students discussing this topic. The Latino Fest has a new sponsor after Ivy Tech dropped out of the role. A business has picked up the sponsorship of the event. After this year, the Global Fest will be moved to the spring.
- d. Festivals:
 - Boiler Fest- We will have a table at Boiler Fest. It will be an outdoor event and will take place from 4-6 on Thursday, August 22. This is a good opportunity for the HRC to let Purdue know of our existence and file complaints with us. Ms. Thomas and Ms. Iyer agreed to volunteer to host the booth.
 - LBGTQ and Ally Welcome and Resource Fair- We will have a table at the fair.

- Latino Fest- The time has been changed from 1:30-8:30 to 2-10 pm.

e. Nominating Committee: Ms. Iyer reported that due to the departure of Mr. Klingerman and Mr. Blackburn, we currently have two vacancies. The mayor and city council member Ann Hunt will be nominating the names of Ms. Sang-A Yun and Dr. Ariel de la Fuente.

f. Newsletter: Mr. Shook mentioned that the idea of writing an article in the city's quarterly newsletter was presented to the mayor. The mayor welcomed the idea. Mr. Shook will communicate with Ms. Reisman about writing an article for the newsletter. It was agreed that it would be a good way for people to learn about the HRC.

g. HRC internal workshop: Ms. Thomas and Mr. Subeck have been working on it. The workshop would clarify the role of the HRC and the ordinance and the complaint procedure. Ms. Thomas reported that City Attorney Eric Burns would like to lead the legal part of the workshop. There will be two workshops; one for the HRC members and city council members and the second for the general public and specifically the community leaders. The first workshop will be held in January and second in February. We will discuss about who will be in the invitees for the February workshop at the November meeting. Mr. Williams talks about the process of filing a complaint. Workshop will help clear up any confusion in the process. There was some discussion whether a corporation could file a complaint. Mr. Williams advised as per our ordinance, a corporation cannot file a complaint, but a person can. A complaint has to be filled by a person and signed by a person, so if a corporation has been discriminated against then each individual member of the corporation should file a complaint.

h. Online inquiry form: Mr. Williams mentioned that our complaint process is strict and believed that people are being "freezed" out. A completely online complaint process has been suggested but, it is impossible because the city ordinance requires a signature. An online inquiry form was suggested, which would state that it is not a formal complaint and a written complaint must be filled within 90 days of the inquiry. There was discussion regarding the handling of the online inquiry process. It was decided that it would not be very different than the paper version. The online inquiry is a way to weed out complaints that are not under jurisdiction. The inquiries should be sent to the mayor's office and it will be forwarded to the chair. One of the questions, which Ms. Iyer brought up was the section on the online inquiry form about filling grievances with other agencies. If a complainant files a complaint with us and the ICRC or the EEOC, then we will be unable to handle the complaint and it will have to be able addressed by the higher agency – ICRC and EEOC. Dr. Hong wants to make sure that the form clearly states that the incident has to happen in WL city limits.

Dr. Kaakeh wants to make this completely online minus the signature. As per Dr. Hong suggestion, it was decided that the online inquiry form be identical to the paper form, so that the complainant could just come to the mayor's office and sign the form to make it an official complaint. Williams wants to pass this onto a committee and Shook agrees. Ms. Iyer and Dr. Kaakeh agreed to serve on the committee. A motion has been passed that a committee will review the applications and then send it to the whole commission.

i. Meeting with Dr. Taylor: Mr. Shook and Ms. Iyer met with Dr. Taylor, Vice Provost of diversity, Purdue University. As per their discussions, Mr. Shook stated that Dr. Taylor will check with her legal department to see how they could share with the HRC the incidences of discrimination that take place at Purdue university, if they fall within our jurisdiction. Ms. Iyer will also prepare a document about the jurisdictions of the different HRCs. We will also share with Dr. Taylor our brochures for her to place in different cultural centers. Dr. Taylor encouraged us to invite people from the cultural office to our training program. We will invite them as well as Dr. Taylor.

III. New Business

a. Art around Town: Abbee Westbrook has contacted the teachers at West side about art contest. The teachers are planning to make it a class assignment to increase participation. The teachers have been very positive when introduced with the idea. The administration has also been notified about the contest. It was decided that corporate sponsorships would be inappropriate. It was decided to open the contest to junior high students along with high school students, to maximize participation. Ms. Iyer will put together a budget and present it to the Mayor's office. Ms. Iyer and Ms. Westbrook will discuss with the teachers and decide on a due date. A motion was passed to authorize Iyer to get bids for the price of the banners, prizes, and approach the mayor about the budget. Prize money is still under discussion, but the following amounts of 50, 25, and 10 dollars were suggested.

b. A suggestion was made that we list all the places where our brochures will be available. Lafayette's Human Relation Commission has such a list on their website, and it was suggested we do the same.

IV. Adjourn

Kaakeh motions to adjourn the meeting, and Subeck seconds.

Next Meeting: Tuesday November 12th 2013

To Do List:

- Still needed two members
- Thomas and Subeck need to set a meeting with their thing section e on agenda
- Talk about who will attend the February meeting
- Figure out if you file complaint based on where you live or where the incident happened.
- Iyer and Kaakeh will look at the current online application and the new one presented tonight, it will then be sent to the whole commission
- Iyer check the paten data base to make sure Long Live Equality is not patented
- Westbrook will make the long live equality signs to hang around West Side