

## Minutes

West Lafayette Human Relations Commission

February 12, 2013

City Hall

In attendance: Shook, Williams (counsel), Subeck, Iyer, Thomas, Blackburn

Members of public in attendance: V. Burch

### I. Regular Business

a) Determine the existence of a quorum and call the meeting to order - 7:06 pm

b) Approve the agenda

c) Approve minutes from November 20th, 2012 meeting

### II. Regular and Continuing Business

a) Diversity Roundtable Report - W. Hong has gone to Diversity Roundtable meetings. It is important for us to be facilitators of conversation circles. Diversity Summit on April 7th at Ivy Tech campus, with Gloria Thomas from Ann Arbor, MI as speaker. Hong to attend roundtables until May. Subeck to take over from June.

b) Nominating Committee - (Subeck, Hong, Iyer) Shook agreed to be chair for next year. Nominating Committee met with potential candidate. Goal is to have him/her appointed before April. If not, motion made (Iyer, Thomas. Approved) to allow him/her to attend our internal workshop. Iyer and Shook met with mayor, and he has been informed of our concern over not having input in selection process. Nominating Committee to begin reappointment process because of expiring terms of existing members.

c) Report regarding Faith West housing: Conversations about Faith West reported to mayor. Our work is done. If complaint arises, we are educated.

d) Internal Workshop for Ourselves - What are our powers? How does it compare to other municipalities. Motion (Shook, Blackburn. Approved) made for Susan to ask Trent to organize the internal workshop for us and maybe city council. Laura suggested completing the workshop before festival season so HRC can have booths.

e) Educate Citizens on HRC - Confusion among public regarding our purpose. Educate at booths during festival season.

f) Online Complaint Form - Purpose is to make it easier for citizens to file complaints. Laura and Vidhya met January 16th to discuss. Points of consideration: 1. Privacy - What are different ways to sign an online document. How do we make it so that complaints are not part of public record (Our purpose is to digitize, not create database.). 2. Notary - Does it have to be notarized? What languages should we make it? (Currently, it is in English, Spanish, and Chinese.) Legal Counsel's Response: Nowhere does it say that it needs to be notarized. It is within our powers to rewrite the complaint form. Online verification box proposed. Final decision: We can get rid of notary. Steps to be taken now: 1. Read current policy. 2. Motion to remove notary and make changes. 3. Draft new form. Laura and Zack to work on language for new form. Motion made to change internal policy to remove notary on complaint form and make changes. (Laura, Susan. Approved.) Charlie to send out copies of policy.

### III. New Business

a) Purdue reported to have among highest # of bias-related hate-crimes that happen on campus. What do they do about crimes that occur off campus, such as at Neon Cactus. Do those fall under our jurisdiction? It would be beneficial to open dialogue with Purdue and have more outreach with university. Some talking points: Is the university reviewing off-campus complaints? If so, how are they dealt with? Blackburn, Subeck, Iyer all volunteer.

#### IV. Comments from Public

a) Vicki Burch - Are we going to post minutes online?

#### V. Adjourn

a) Susan to adjourn, Laura second. Meeting adjourned.

Next Meeting: Tuesday, April 30th, 2013 at 7:00 pm at City Hall