



METROPOLITAN HUMAN RELATIONS COMMISSION

December 10, 2018
4:30 PM
METRO CONFERENCE ROOM
2310 PARNELL AVENUE
FORT WAYNE, IN 46805

Meeting called by: STATUTORY MONTHLY MEETING
Type of meeting: FIRST MONDAY OF EACH MONTH
Note taker: SAMANTHA CHENERY, ADMINISTRATIVE ASSISTANT IV

Metro Commissioners: Rick Trevino, Chair; Kody Tinnel, Vice Chair; Dorian Maples, Larry Wardlaw, Michelle Chambers, Lana Keesling and Aisha Arrington.

Agenda

Call to Order
Roll Call of Commissioners
Reading of Minutes
Office Report
Old Business
New Business
Concerns/Comments from the Public
Adjournment

Call to Order and Roll Call at 4:30 p.m.

Commissioners Trevino, Tinnel, Wardlaw, Keesling, Maples and Arrington Present

Other Persons Present: Nikki Quintana, Executive Director
Michael Middleton, Staff Attorney
Samantha Chenery, Administrative Assistant IV

November 5th meeting minutes were read and approved.

OFFICE REPORT

EEOC

EMPLOYMENT CASE PROCESSING (10/1/18 – 9/30/19):

- **Intakes (by 9/30/19): 110 (contract number) 21(current status)**
- **Case Closures: 40 plus 0 PC (contract 230)**
 - o 33 No Probable Cause
 - o 4 Settlements
 - o 2 Withdrawals
 - o 1 Lack of Jurisdiction
 - o 0 Right to Sue or Full Credit Transfer to the EEOC

HUD

HOUSING CASE PROCESSING (7/1/18 - 6/30/19):

9 Cases closed for contract

- o 2 HUD Settlements
- o 2 Lack of Jurisdiction/withdraw/admin
- o 5 No reasonable
- o 0 Reasonable cause
- o 0 Conciliated Reasonable cause (\$)

29 Pending (Open being investigated)

ATTENDED EVENTS/OUTREACH:

November 1, 2018: Director Quintana attended Mayor's Commission meeting

November 8, 2018: Director Quintana conducted Metro Process training at Amani Family Services

November 15, 2018: Investigators Sorg and Woods conducted fair housing training at the Apartment Association

November 26-29, 2018: Investigator Sorg, Staff Attorney Middleton and Director Quintana attended the NFHTA-HUD fair housing conference in Washington, D.C.

PERSONNEL ISSUES:

- Investigator interviews are entering round 3 later this month, hopefully will have a candidate selected and available to start after the New Year.
- Investigator Myers is in her first goaled quarter and investigating cases and all seems to be going well. Positive feedback was received by Commissioner Keesling regarding her presentation at the recent DH hearing.

BUDGET/CALENDAR OF EVENTS:

- Admin Chenery took questions and comments on budget, calendar of events was reviewed

LEGAL UPDATE/MATTERS:

- One mediations was conducted and successful.

NEW BUSINESS:

- **Annual Report** – Director Quintana presented to the board the opportunity to have our annual

report professionally drafted and printed this year with the help of Brainstorm Creative. The quote received to create the annual report from the content received from us was \$750 and included 3 rounds of revisions, not including printing costs. This would be for a six page annual report. Commissioner Wardlaw made a motion to approve and Commissioner Tinnel seconded the motion, motion voted on and passed.

- **Marketing items** – A series of 5 marketing/promotional items were presented to the board for approval and included lip balm, hand sanitizer, stress ball, jumbo clip and high lighter. All would be printed with the metro logo on them. Some of these items would go in the promo bag to be given away at the 2019 annual Fair Housing event, and the rest would be kept on hand for future Metro events. It is anticipated that these items would last for several years. A motion was made by Commissioner Tinnel to approve the purchase of 500 of each of these items with a total dollar amount for all not to exceed \$2,167, Commissioner Keesling seconded the motion. The motion was voted on and passed.
- **MLK Club Unity Day update** – They will no longer be having the breakfast on the day of the Unity celebration, which is being held January 21, 2019. The breakfast will be held at a later date. We do have the option to have a vendor table for \$55 and a full page ad for \$180. We would man the vendor table from 8am-12pm. A motion was made by Commissioner Tinnel to approve this, it was seconded by Commissioner Keesling. Motion was voted on and approved.
- Current case age: 192.18

OLD BUSINESS:

- **Election of officers** – After some discussion a motion was made by Commissioner Trevino for Commissioner Tinnel to become Commission Chair and Commissioner Keesling to become Vice Chair. Commissioner Maples seconded the motion. Motion was voted on and passed.

CONCERNS FROM THE PUBLIC:

None

MEETING ADJOURNED at 5:09 pm