



# METROPOLITAN HUMAN RELATIONS COMMISSION

**July 2, 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, and Lana Keesling.

## 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, Maples, Wardlaw and Chambers Present

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

June 4, 2018 meeting minutes were read and approved.

## OFFICE REPORT

### EEOC

#### **EMPLOYMENT CASE PROCESSING (10/1/17 – 9/30/18):**

- **Intakes (by 9/30/18): 150 (contract number) 75(current status)**
- **Case Closures: 171 plus 7 PC (contract 223)**
  - o 134 No Probable Cause
  - o 28 Settlements
  - o 2 Withdrawals
  - o 4 Lack of Jurisdiction
  - o 3 Right to Sue or Full Credit Transfer to the EEOC

### HUD

#### **HOUSING CASE PROCESSING (7/1/17 - 6/30/18):**

##### **48 Cases closed for contract**

- o 12 HUD Settlements
- o 3 Lack of Jurisdiction/withdraw/admin
- o 30 No reasonable
- o 3 Reasonable cause
- o 0 Conciliated Reasonable cause (\$)

##### **10 Pending (Open being investigated)**

#### **ATTENDED EVENTS/OUTREACH:**

June 5, 6, 13, and 18, 2018: Director Quintana and Investigator Sorg conducted diversity and harassment training for the FWFD. (4 sessions)

June 7, 2018: Director Quintana attended the Mayor's Commission on Domestic Violence, Sexual Harassment and Rape monthly meeting.

June 8, 2018: Director Quintana attended Summit City South Rotary meeting.

June 14, 2018: Director Quintana conducted Annual Staff Meeting with full staff (half-day)

June 19-22, 2018: Investigators Nancarrow, Flores, Sorg, Staff Attorney Middleton and Director Quintana attended annual Consortium of State and Local Human Rights Agencies Conference in South Bend, Indiana.

June 21, 2018: Investigator Norris and Myers attended the Multicultural Council of Fort Wayne monthly meeting.

June 21, 2018: Investigator Holifield conducted fair housing training for the Ready to Rent program at Fort Wayne Housing Authority.

June 25-28, 2018: Investigator Sorg, Staff Attorney Middleton, and Director Quintana attended annual EEOC Conference in San Antonio, Texas.

June 26, 2018: Investigator Flores conducted fair housing training for new members at Upstar Realtors Association.

**PERSONNEL ISSUES:**

- Employee evaluations – budget turn in is the end of July

**BUDGET/CALENDAR OF EVENTS:**

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

**LEGAL UPDATE/MATTERS:**

- One mediation was conducted, one mediation failed.

**NEW BUSINESS:**

- **Fiesta Fort Wayne** - \$150 for an information booth at a non-profit/government rate – voted and approved
- **Community Development Partnership** – met on June 18<sup>th</sup> and they will be assisting us in putting together Fair Housing outreach through Facebook and our Facebook page.
- **Outreach Marketing Plan 2018 (June-August)** – the educational ads are running on the radio
- **Updating Website** – almost wrapped up with the website and should be up in the next couple of weeks.
- **Leadership Fort Wayne 2019 Application** – update, was unable to apply due to conflict with mandatory HUD conference
- **Annual Training for Staff Summary** – October 2017 thru September 2018
- **Budget** – Schedule a meeting for Thursday, July 19<sup>th</sup> to review the full budget and vote publicly to approve it to be sent to the controller’s office. Sam will email the “draft” by Tuesday, the 17<sup>th</sup> end of day for Commissioner’s to review ahead of time.
- **Current Case Age: 169.60**

**OLD BUSINESS:**

Commissioner Wardlaw reached out to the Mayor regarding a new commission appointee to fill the role vacated due to the passing of Commissioner Ganaway. He was informed they have identified someone to fill the vacant spot but we have not been notified who that person is.

**CONCERNS FROM THE PUBLIC:**

None

**MEETING ADJOURNED at 5:03 pm**