



# METROPOLITAN HUMAN RELATIONS COMMISSION

**March 5, 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 Frances Ganaway

## **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, Chambers and Keesling Present

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

February 5, 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) 40(current status)**
- **Case Closures: 109 plus 3 PC (contract 230)**
  - o 92 No Probable Cause
  - o 14 Settlements
  - o 1 Withdrawals
  - o 1 Lack of Jurisdiction
  - o 1 Right to Sue or Full Credit Transfer to the EEOC

### HUD

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

##### **40 Cases closed for contract**

- o 12 HUD Settlements
- o 2 Lack of Jurisdiction/withdraw/admin
- o 26 No reasonable
- o 2 Reasonable cause
- o 0 Conciliated Reasonable cause (\$)

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

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

February 12, 2018: Director Quintana did diversity and metro process training for Purdue Extension Board Members.

February 15, 2018: Director Quintana did Fair Housing training for property owners with the FWPD, and other departments within the City of Fort Wayne and Allen County.

February 24, 2018: Investigators Sorg, Flores, Norris and Director Quintana attended the Immigration Resource Fair.

February 27, 2018: Investigator Nancarrow and Director Quintana did fair housing training per an agreement.

February 27, 2018: Investigator Norris attended Fort Wayne Dialogue in Action where they discussed diversity and inclusion.

#### **PERSONNEL ISSUES:**

- This week we have interviews for the Investigator position, seven people total
- Staff Attorney Middleton is starting to take on several areas of work review, but is still working through the training process.

#### **BUDGET/CALENDAR OF EVENTS:**

- Admin Chenery reviewed the current budget status and calendar of events

#### **LEGAL UPDATE/MATTERS:**

- No mediations

**NEW BUSINESS:**

- Strategic Planning Sessions within the Office (February 20 and March 1):
  - Rewriting Mission and Vision Statement
  - Outlined Outreach Projects
- 2<sup>nd</sup> Annual Home Ownership Community Day at The Summit April 14<sup>th</sup> 9:30 a.m.- 3:00 p.m.
  - Exhibit and Display Table Cost \$300 – Commissioner Tinnel made motion to approve, Commissioner Chambers seconded, motion passed
  - Expecting over 300 people
- New Signage from Fast Signs
  - Three banner stands (Metro, Employment, Housing)
  - Signcade for outdoor events with extra replaceable signs
  - Table Runner
  - Cost quote is \$1,413.77 – Motion to approve made by Commissioner Tinnel, Commissioner Keesling second, motion passed.
- New Projector
  - A new projector is needed, the one we currently have is very old, exact age is unknown but it was here before both Nikki and Sam. The cost to replace the bulbs alone is very expensive. A new projector was proposed to the commission that had LED bulbs with a long life expectancy. The commission suggested we also do more research and try to find a projector that has wi-fi capabilities since that is the direction business is going and also built in speakers. Director Quintana did get permission from the commission to email them with a new projector once more research was done and get approval via email.
- Reminder: Fair Housing Event- April 26<sup>th</sup> 9 a.m.-12 p.m. “Emerging Issues in Fair Housing”
  - Amy Nelson, Fair Housing Center of Central Indiana
  - Jon Guingrich, The League
- Annual Report: Emailed and presented hard copy. Motion to approve by Commissioner Tinnel, second by Commissioner Keesling, motion passed. This will be posted on the Metro website and also mailed to all Councilman and the Mayor.
- Current Case Age: 216.34

**OLD BUSINESS:**

None

**CONCERNS FROM THE PUBLIC:**

None

**MEETING ADJOURNED at 5:00 pm**