



METROPOLITAN HUMAN RELATIONS COMMISSION

May 7, 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, Keesling & Chambers Present

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

At the start of the meeting, before conducting regular business, Commission Chair Trevino officially shared the news of the passing of Commissioner Ganaway. Her service will be Wednesday at 10:30 and anyone who wishes to attend is welcome to do so. At this time, Director Quintana and Admin Chenery are planning to attend and represent Metro. Commissioner Ganaway will be greatly missed.

April 2, 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) 64(current status)**
- **Case Closures: 148 plus 6 PC (contract 230)**
 - o 117 No Probable Cause
 - o 23 Settlements
 - o 2 Withdrawals
 - o 4 Lack of Jurisdiction
 - o 2 Right to Sue or Full Credit Transfer to the EEOC

HUD

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

44 Cases closed for contract

- o 12 HUD Settlements
- o 3 Lack of Jurisdiction/withdraw/admin
- o 26 No reasonable
- o 3 Reasonable cause
- o 0 Conciliated Reasonable cause (\$)

13 Pending (Open being investigated)

ATTENDED EVENTS/OUTREACH:

April 4, 2018: Director Quintana spoke at the Fair Housing Center of Central Indiana's Annual Conference.

April 10, 2018: Investigator Sorg and Staff Attorney Middleton conducted Fair Housing Training at Caldwell Banker.

April 11, 2018: Director Quintana spoke at Fort Wayne Housing Authority on Fair Housing for a 50th Anniversary luncheon.

April 12, 2018: Director Quintana attended the Mayor' Commission on Domestic Violence Rape and Harassment meeting.

April 13, 2018: Investigator Sorg and Director Quintana conducted diversity/harassment training at Wayne Township.

April 14, 2018: Investigator Sorg, Norris, Burks, Flores and Director Quintana worked a booth at the 2nd Annual Home Ownership Community Day at The Summit 9:30 a.m.- 3:00 p.m.

April 17, 2018: Director Quintana attended the Direct Action Response (DAR) meeting for the City.

April 19, 2018: Investigator Norris attended the Fort Wayne Multicultural Council meeting.

April 19, 2018: Director Quintana conducted sexual harassment training for the Northeast Indiana Paralegal Association.

April 19, 2018: Investigator Sorg conducted fair housing training for the Fort Wayne Housing Authority – Ready to Rent program.

April 24, 2018: Staff Attorney Middleton and Director Quintana attended a meeting with the City Community Development to discuss fair housing collaborations.

April 26, 2018: The full staff attended and worked Metro's Annual Fair Housing Event.

PERSONNEL ISSUES:

- We hired a new investigator: LaWanda Nelums
- Contract attorney still assisting on a very limited basis

BUDGET/CALENDAR OF EVENTS:

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

LEGAL UPDATE/MATTERS:

- No mediations conducted

NEW BUSINESS:

- **New signage and nametags** – Showed the Commission the new signage now complete for trainings and events, and the magnetic name tags that are done for all staff members.
- **Collaboration with Community Development for the City of Fort Wayne based on Analysis of Impediments submitted to HUD.**
 - Some of the ideas include:
 - Partnering with us on our Annual Fair Housing Event
 - Outreach and education through digital and radio marketing plan
 - Fair housing training for City Departments
- **Leadership Fort Wayne 2019 Application**
 - Deadline to apply is June 30th
 - Cost: \$2,000
 - Commitment includes one day a month plus a two day retreat in the fall. Tinnel moved to approve, Chambers seconded, motion passed.
- **Outreach Marketing Plan 2018 (June-August)**
 - Todd Steele- Leichty Media
 - 6 weeks on air over a 14 week duration
 - Focused on education to Complainants as well as possible training opportunities for Respondents.
 - Radio/Facebook
 - Have Commissioner Wardlaw review before taking to a full vote after revisions are done.
- **Upcoming Events for the Month of May:**
 - May 10th- Diversity in the Workplace Panel- Us Together 2018
 - May 12th- Disability Expo
 - Training with Fort Wayne Fire Department- May- September
- **Updating Brochures:**
 - Waiting on some information, but will have this to you within the month or by our next Commission meeting.
- **Updating Website:** have started that process and goal is to have it up and running by early June.
- **Indiana Lawyer: Up and Coming Lawyer 2018-** Director Quintana was featured as an

Up and Coming Lawyer for 2018, a great honor and a great recognition or both Director Quintana and the agency.

- **Need to set up DH** – will send out email
- **Current Case Age: 176.86**

OLD BUSINESS:

None

CONCERNS FROM THE PUBLIC:

None

MEETING ADJOURNED at 5:31 pm