



# METROPOLITAN HUMAN RELATIONS COMMISSION

**April 10, 2023**  
**12:00 PM**  
**METRO CONFERENCE ROOM**  
**2310 PARNELL AVENUE**  
**FORT WAYNE, IN 46805**  
**Teleconference: 260-427-8590 PIN: 939310**

**Meeting called by:**

STATUTORY MONTHLY MEETING

**Type of meeting:**

FIRST MONDAY OF EACH MONTH

**Note taker:**

Leslie Hernandez, ADMINISTRATIVE ASSISTANT IV

**Metro  
Commissioners:**

Aisha Arrington, Chair; Tabitha Ervin, Vice Chair; Dorian Maples; Lana Keesling; Larry Wardlaw; Dr. David Lombard; and Tony Burrus

## 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 12:02 p.m.

**Commissioners Present:** Arrington (in-person)  
Ervin (in-person)  
Keesling (in-person)  
Lombard (in-person)  
Burrus (in-person)  
Maples (in-person)

**Other Persons  
Present:**

Nikki Quintana, Executive Director  
Jenny Gosheff, Staff Attorney

- March 6<sup>th</sup> meeting minutes were approved.

## OFFICE REPORT

### EEOC

#### **EMPLOYMENT CASE PROCESSING (10/1/22 – 9/30/23)**

- **Intakes (by 9/30/23): 100 (contract number) 66 (current status)**
- **Contract number of case closures by 9/30/23: 230**
  - 86 No Probable Cause Cases
  - 16 Settlements (\$52,078.00)
  - 4 Withdrawals
  - 1 Lack of Jurisdiction
  - 5 Right to Sue or Full Credit Transfer to the EEOC

### HUD

#### **HOUSING CASE PROCESSING (7/1/22 - 6/30/23):**

##### **52 Cases closed for Contract**

- 7 HUD Settlement
- 6 Lack of Jurisdiction/Withdraw/Admin
- 38 No Reasonable Cause
- 0 Withdraw after Resolution
- 1 Reasonable Cause

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

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

February 27-March 3, 2023: Investigator Kelsaw virtually attended fair housing basics training through the National Fair Housing Training Association.

March 1, 2023: Director Quintana presented on the Equity for All Study at the Northeast Indiana Human Resources Association monthly meeting. Senior Investigators Sorg and Barnhart, Admin Hernandez, and Staff Attorney Gosheff attended the meeting.

March 7, 2023: Senior Investigator Barnhart and Director Quintana conducted anti-harassment training for Faztek.

March 8, 2023: Director Quintana sat on a panel for the Greater Fort Wayne Inc. and Amani's celebration of International Women's Day.

March 10, 2023: Metro staff attended verbal judo de-escalation training conducted by the Fort Wayne Police Department.

March 11, 2023: Investigators Kelsaw and Guin, Staff Attorney Gosheff and Director Quintana worked a booth at the Women's History event at Indiana Tech.

March 13, 2023: Senior Investigator Sorg conducted two anti-harassment trainings for Warner Electric.

March 15, 2023: Director Quintana spoke on the Equity for All Study and attended the Women's Fund Equal Pay Day Event.

March 17, 2023: Director Quintana presented on the Equity for All Study to Courageous Healing staff. Staff Attorney Gosheff attended this presentation.

March 17, 2023: Senior Investigator Sorg attended the Work to Include meeting.

March 20-23, 2023: Investigator Kelsaw virtually attended fair housing investigations training through the National Fair Housing Training Association.

March 22, 2023: Senior Investigator Barnhart, Staff Attorney Gosheff, and Director Quintana attended the Accessible Neighborhoods Housing Symposium.

March 22, 2023: Senior Investigator Sorg conducted new realtor training at Upstar Realtors Association.

March 28, 2023: Investigators Benson and Kinchen attended the “Speaking Up” Bias Workshop conducted by Purdue University Fort Wayne.

March 29, 2023: Senior Investigator Barnhart and Investigators Benson and Kinchen attended the Coffee & Conversations: Power of Words.

March 29, 2023: Senior Investigator Barnhart and Director Quintana conducted disability discrimination training for Faztek.

#### **PERSONNEL ISSUES:**

We currently have an open investigator position. We will be re-posting this position in the coming months. We are trying to find the best time to post it as both our contracts are coming to an end in the next few months.

Commissioner Lombard added that we’re hitting the end of the college year so people will be graduating and a lot of the newly graduates may be gone by the time the position is posted if we delay it until June or July.

Director Quintana added that we could post it sooner and wait for the right candidates.

Commissioner Arrington asked if candidates have to have any experience.

Director Quintana responded that candidates could have either a bachelor’s degree or comparable experience.

Commissioner Arrington asked how long the investigator training is.

Director Quintana responded that the first month is training one on one with staff in a conference room and shadowing other investigators. The following month they start taking inquiries with investigators shadowing. The goal is that by 90 days they are able to do intakes alone without anyone shadowing them.

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

Director Quintana reviewed current budget status and went over calendar of events.

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

**Mediations:** The Commission conducted one mediation this month. This mediation was successful.

#### **NEW BUSINESS:**

- **2023 Fair Housing Summit**

- **April 26, 2023**

The event is at capacity now and everything is ready for the summit.

Commissioner Maples asked if Dr. Andre Perry speaks about elders.

Director Quintana responded that he speaks mainly about race, national origin, and the wealth gap. He speaks about how fair housing and fair lending play into that.

Commissioner Maples added that it would be nice to include the elderly as they too have issues with obtaining affordable housing.

Director Quintana replied that we will be having Sarah Smith speak in one of the breakout sessions and her topic will be addressing affordable housing. Director Quintana will also be sharing a session with Kelly Lundberg. Director Quintana will be presenting on the Equity for All Study from the housing perspective, but Kelly will be presenting the Analysis of Impediment plan for the city. Director Quintana will be presenting the data and Kelly will be speaking on the different programs they have and solutions.

- **Welcoming Week 2023**

We have supported Welcoming Week for several years and supported Amani Family Services last year, as they took it under their umbrella. Director Quintana disclosed that she is on Amani's board, but we have been supporting Welcoming Week before Amani took it over.

The sponsorship includes recognition at the Diversity Awards, logo recognition at two hosted events and marketing recognition.

Sponsorship total: \$1,000

Motion: Commissioner Keesling

2<sup>nd</sup>: Commissioner Burrus

Approved unanimously.

- **2023 Internal Audit**

Commissioner Ervin asked what the audit covers.

Director Quintana replied that she knows that they will be looking at numbers but isn't entirely sure what it will include since this is her first one.

Commissioner Keesling added that the auditors will be looking at anything that has to do with numbers and processes.

Director Quintana added that she looked at previous audit reports for Metro and based on those, we have corrected those processes, but we don't know if anything new will come up.

Commissioner Ervin asked if the city does the audit.

Commissioner Keesling replied that it is an internal audit, so the city does it and there's a board behind it. They randomly select departments to participate in these audits.

Director Quintana added that she believes it's been 7 years since Metro participated in one.

Commissioner Arrington asked how long the audit goes for.

Director Quintana replied that it could take months.

Commissioner Lombard asked if it's a purely financial audit.

Commissioner Keesling replied that it isn't, they can look at all sorts of processes and gave examples specific to her department.

Director Quintana added that based on the previous audits it looks as though it is financial.

Commissioner Arrington added that she's had an audit done and they looked at grant monies and they asked for so much that it was impossible to prepare ahead of time.

Director Quintana also added that we do receive federal funds and we are audited already by those federal agencies so that may be something that comes up during the audit.

The audit should start in the next few weeks.

- **Office Updates**

**Restrooms** – Our doors were re-painted and new signs went up. We're still working on getting the baby changing station up.

**Tech** – We got most of our cable management and tech projects done, we only have a couple things left to do since we're still waiting on the front desk laptop.

Commissioner Keesling asked for an update on the office cleaning.

Director Quintana replied that we still have issues with it and haven't received much response about them.

**Current Case Age: 114.20**

**OLD BUSINESS:**

**CONCERNS FROM THE PUBLIC:**

**MEETING ADJOURNED at 12:33 pm**