



# METROPOLITAN HUMAN RELATIONS COMMISSION

**January 8, 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, Wardlaw, Chambers, Keesling and Ganaway Present

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

December 11, 2017 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) 22(current status)**
- **Case Closures: 52 plus 1 PC (contract 230)**
  - o 49 No Probable Cause
  - o 2 Settlements
  - o 1 Withdrawals
  - o 0 Lack of Jurisdiction
  - o 0 Right to Sue or Full Credit Transfer to the EEOC

### HUD

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

##### **28 Cases closed for contract**

- o 7 HUD Settlements
- o 1 Lack of Jurisdiction/withdraw/admin
- o 20 No reasonable
- o 2 Reasonable cause
- o 0 Conciliated Reasonable cause (\$)

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

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

December 1, 2017: Investigator Norris, Holifield, Burks, Flores and Director Quintana attended fair housing training in Indianapolis done by Fair Housing Center of Central Indiana.

December 7, 2017: Investigator Norris and Holifield attended mediation training in Fort Wayne.

December 7, 2017: Admin Chenery and Director Quintana attended legal updates on local Indiana law regarding open door laws and file retention in Indianapolis.

December 12, 2017: Director Quintana did a Lunch and Learn on Sexual Harassment at Asher Agency.

December 13, 2017: Investigator Sorg and Investigator Nancarrow did fair housing training at Upstar Realtor Association

December 14, 2017: Investigator Sorg and Director Quintana did fair housing training for Joshua's Temple (Posterity Heights).

December 8 and 15, 2017: Director Quintana attended Summit City South Rotary Club.

December 19, 2017: Director Quintana did fair housing training for City Legal and Fort Wayne Police Department (FWPD)

#### **PERSONNEL ISSUES:**

- New Staff Attorney, Michael Middleton, started January 2, 2018
  - o Press Release for Michael is being reviewed and will go out within the next week
  - o Michael will be attending Litigation Skills training in Chicago next month
  - o Board approved to keep contract attorney Jenny Gosheff on for a few more months while Michael gets acclimated and trained

**BUDGET/CALENDAR OF EVENTS:**

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

**LEGAL UPDATE/MATTERS:**

- No mediations

**NEW BUSINESS:**

- Metro has seen an influx of requests for training, in particular sexual harassment training, listed below are the request that have come in so far for January:
  - January 10: sexual harassment training for Lutheran Hospital Ethics Committee
  - January 11<sup>th</sup>: Director Quintana will speak at AVOW's Civil Conversations: Sexual Harassment
  - January 23: sexual harassment training at Craftline Graphics
  - February 14: sexual harassment training for executive team at Asher Agency
- Commission will be doing fair housing training alongside FWPD for property owners under the Chronic Problem Property Ordinance in February, dates are still to be determined
- Director Quintana plans to hold a marketing and strategic planning meeting with the staff in February. This meeting will be used to discuss possibly updating the website, determining different avenues of outreach, get input from staff on what the Commission should be focusing on when it comes to outreach, etc. When reviewing numbers, total intakes for 2017 were 375.
- In January the staff will begin planning for the April Fair Housing event which will most likely be a half day conference. Director Quintana has met with the Apartment Association and Realtors Association and they do wish to collaborate on this event with Metro again this year. More details will be forthcoming as plans are made.
- Metro will begin better tracking how complaints are received and also of training. Admin Hernandez will be in charge of recording how Complainant's heard about us. Additionally, beginning in 2018 we will begin tracking statistical information on the trainings we provide. And this will include the number of hours of training we do, the type of trying, where and why we are doing the training and how many people attended. This information will be tracked by Admin Chenery.
- Director Quintana has a lunch meeting scheduled with Councilman Crawford on January 16<sup>th</sup>
- DH is scheduled for Tuesday, January 16<sup>th</sup> @10am with Commissioner Chambers
- MLK Breakfast is January 15, 2017
- Current case age is 185.12

**OLD BUSINESS:**

- Office elections were held. Commissioner Wardlaw nominated Commissioners Trevino and Tinnel to retain their current positions of Chair and Vice Chair respectively; Commissioner Keesling seconded the nomination. The nomination went to a vote which was called by Commissioners Chambers and Wardlaw and passed unanimously.

**CONCERNS FROM THE PUBLIC:**

None

**MEETING ADJOURNED at 5:03 pm**