



# METROPOLITAN HUMAN RELATIONS COMMISSION

**June 7, 2021**  
**4:30 PM**  
**METRO CONFERENCE ROOM**  
**2310 PARNELL AVENUE**  
**FORT WAYNE, IN 46805**  
**Teleconference: 260-427-8590 PIN: 321800**

**Meeting called by:** STATUTORY MONTHLY MEETING  
**Type of meeting:** FIRST MONDAY OF EACH MONTH  
**Note taker:** LESLIE HERNANDEZ, ADMINISTRATIVE ASSISTANT IV

**Metro Commissioners:** Lana Keesling, Chair; Aisha Arrington, Vice Chair; Dorian Maples; Larry Wardlaw; Tabitha Ervin; and Dr. David Lombard.

## 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 4:32 p.m.

Commissioners Keesling, Arrington, Burrus, Ervin, Wardlaw and Lombard present.

**Other Persons Present:** Nikki Quintana, Executive Director  
Jenny Gosheff, Staff Attorney  
Leslie Hernandez, Administrative Assistant IV

- May 3<sup>rd</sup> meeting minutes were read and approved.

## OFFICE REPORT

### EEOC

#### EMPLOYMENT CASE PROCESSING (10/1/20 – 9/30/21)

- **Intakes (by 9/30/21): 110 (contract number) 58 (current status)**
- **Contract number of case closures by 9/30/21: 265**
  - o 191 No Probable Cause Cases
  - o 16 Settlements (\$71,283.00)
  - o 7 Withdrawals
  - o 4 Lack of Jurisdiction
  - o 2 Right to Sue or Full Credit Transfer to the EEOC

### HUD

#### HOUSING CASE PROCESSING (7/1/20 - 6/30/21):

##### **41 Cases closed for contract**

- o 3 HUD Settlements (\$1000)
- o 1 Lack of Jurisdiction/withdraw/admin
- o 37 No reasonable
- o 0 Reasonable cause
- o 3 Conciliated Reasonable cause (from previous contract year \$2,500)

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

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

May 3-6, 2021: Investigator Guayamo attending National Fair Housing Training Association webinar training covering the Basics of Fair Housing.

May 6, 2021: Director Quintana attended the Mayor's Commission on Domestic Violence, Rape, and Sexual Harassment Committee meeting.

May 10, 2021: Director Quintana attended the Community Development ESG/CDBG Scoring Committee meeting.

May 11, 2021: Director Quintana and Staff Attorney Gosheff conducted Commissioner training.

May 17, 2021: Director Quintana attended the Work to Include- Fort Wayne monthly meeting.

May 19, 2021: Senior Investigator Sorg, Staff Attorney Gosheff and Director Quintana attended Collateral Damage: The Consequences of Racial Bias in Appraisal Process HUD training.

May 26, 2021: Staff Attorney Gosheff and Director Quintana attended the HUD HEMS training.

May 20, 2021: Director Quintana attended the NIHRA: Diversity, Equity, and Inclusion Committee meeting.

May 2021: Throughout the month of April the staff attended virtual United Front trainings.

#### **PERSONNEL ISSUES:**

- We will be interviewing for the Investigator position this week.

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

Admin Hernandez reviewed the calendar and updated budgets with the added revised columns that Commissioner Keesling proposed in the previous meeting.

Commissioner Ervin asked what it means if we're at 40% or 50% usage of the budget and we're more than halfway through the year. Admin Hernandez explained that now we're 8 months in our EEOC and HUD budget which means we could be using up to 66% percent of our budgets so as long as we're under that percentage then we're on track. Commissioner Ervin asked if that means we'd have an excess at the end of the year if we continue at this rate. Admin Hernandez responded that it would mean we'd have an excess, but we just have to stay at or below our budget.

## **LEGAL UPDATE/MATTERS:**

**Mediations:** The Commission had three mediations. Two mediations were successful.

## **NEW BUSINESS:**

- **Outreach and Education**

- Metro on the Move – We had a press release last week and had a lot of positive feedback. Amani was interviewed and was asked about the partnership. The sessions actually start this week.

Commissioner Keesling mentioned she spoke to John from The League and he was very excited about having Metro there.

Commissioner Wardlaw asked what we were doing for Metro on the Move.

Director Quintana stated it's a 12-week initiative that starts this week. We'll be 4 weeks at the ACPL and the League and then 4 weeks at Amani Family Services and the League and the last 4 weeks will be at Amani Family Services and ACPL again.

Commissioner Wardlaw asked if the 12-week is a trial then.

Director Quintana stated that if we have success with this, we'd look into expanding our services with the partnerships, so we're excited about that.

Commissioner Wardlaw stated that he remembers that in the past we might've done some similar work in the past that may not have been successful, but he feels it's because it must be a mutual effort.

Director Quintana agreed and believes that there also must be that marketing and outreach piece to it. She feels we've done a good job with that since it's on our Facebook page and it's being boosted. All the partners have also posted on their pages.

Commissioner Wardlaw also suggested that maybe our front desk admin can incorporate the Metro on the Move locations when taking people's information.

- Metro Video – We have started the process for the video. We'll be working with One Lucky Guitar and Staff Attorney Gosheff and Director Quintana met with their team and will be meeting with them again in the next couple of weeks. Their team will be presenting us with some ideas they have so we're really excited about that.

- **Teambuilding Event** – We usually try to do these quarterly but last year we didn't have any because of the pandemic. We only did one last year where we had a staff training. We would like our next event in July. We would also like to have Ron Lewis who speaks and consults on leadership development to speak to the team for an hour on personal leadership development. We'd like to get approval for \$1,500 for the training and the team building event that includes food and zoo tickets.

Commissioner Wardlaw asked what funds would be used.

Director Quintana stated the funds would be used from our EEOC and HUD budgets.

Motion to approve \$1,500 for team building event – Commissioner Wardlaw

2<sup>nd</sup> – Commissioner Ervin

Approved

- **Fiesta Fort Wayne – August 14, 2021** This event was cancelled last year but we did the display only booth space for \$250 in 2019. Director Quintana requests that Metro host a display booth again.

Motion to spend \$250 to sponsor Fiesta Fort Wayne – Commissioner Arrington

2<sup>nd</sup> – Commissioner Burrus

Approved

- **Annual Report** – Offset 1 \$356 for 150 copies

Commissioner Keesling stated that for those that haven't seen it, it's a great professional report highlighting what Metro has done in the past year.

Director Quintana stated you're able to look at those at our website at [www.fortwaynemetrol.org](http://www.fortwaynemetrol.org) and you can see the difference in the reports in the past. We pass out these reports at events like Fiesta Fort Wayne, we'll be passing them out in folders at Metro on the Move and send them to the Mayor and City Council.

Motion to spend \$356 to print the annual report – Commissioner Ervin

2<sup>nd</sup> – Commissioner Burrus

Approved

- **Commission Meeting: Open Door Law** – Staff Attorney did some legal research on this and we will now be able to hold Electronic Meetings. Commissioner Keesling stated there's legislation that passed that gives us the ability to do it. We just have to pass our own resolution if you want, I can provide you what the resolution will look like for City Council. There are some stipulations like you can't be on more than two consecutive meetings remotely, you can't attend remotely more than 50% of the meetings.

Staff Attorney Gosheff added that it would have to be on some sort of visual platform to attend remotely and asked Commissioner Keesling if she knows what City Council will do.

Commissioner Keesling stated that City Council will be using Zoom.

Director Quintana stated that it's up to the Commission what we would do moving forward.

Commissioner Keesling stated that unless something changes, she doesn't think the emergency order will be renewed.

Director Quintana asked if the Commission would be okay to continue doing the meetings in person?

Commissioner Wardlaw stated that he likes the in-person meetings to allow the public to attend.

Commissioner Burrus brought up that allowing Commissioners to attend remotely could help when one of them is out of town but would like to still attend the meeting.

Commissioner Ervin asked if they could attend over the phone prior to this.

Director Quintana stated that the only reason they could was because of the emergency order because of the pandemic. Before we would only do in-person and public would be in-person.

Commissioner Keesling stated that the public doesn't attend through Zoom, they would attend in-person. There are also certain things that you can't vote on while attending remotely. You

cannot vote on budget for example.

Staff Attorney Gosheff stated that personnel issues were one of them but the budget one was the main one for Metro.

Commissioner Keesling stated that we also have to keep track of who is attending in what way and have someone that will approach the Commissioners if they've exceeded their limit to attend remotely.

Commissioner Lombard asked if there was an issue about voting while remotely if they're out of state.

Commissioner Keesling stated that's not a problem at all.

Director Quintana asked if City Council starting that new process in July.

Commissioner Keesling stated that they will start it in July and will be presenting it tomorrow. There's a template that shows you if you meet that minimum threshold.

Director Quintana stated that next Commission meeting will be in-person and will bring that to the table.

**Current Case Age: 135.15**

**OLD BUSINESS:**

- None

**CONCERNS FROM THE PUBLIC:**

**MEETING ADJOURNED at 4:59 pm**