

**CITY OF DUBUQUE  
HUMAN RIGHTS COMMISSION  
MEETING MINUTES OF  
July 13, 2009**

Commissioner Rubinstein called the meeting of the Dubuque Human Rights Commission to order at 4:16 p.m. on Monday, July 13, 2009, in Conference Room 2 at the City Hall Annex.

**Roll Call:**

Present:	Jim Allan Anthony Allen, Vice-Chair Char Eddy	Marcos Rubinstein, Chair Gretel Winterwood Katrina Wilberding
Absent:	Terry Driskell Colin Scott	Shane Oswald
Staff:	Kelly Larson Molly Menster	Carol Spinoso

**Approval of Minutes**

Commissioner Winterwood noted that Commissioner Allen's name was omitted from the Housing Subcommittee. Commissioner Allan moved to approve the June 8, 2009 meeting minutes as corrected and Commissioner Winterwood seconded. The minutes were approved as corrected.

**Caseload Report**

Carol summarized the June Caseload Report. There were 44 intakes, five new cases were filed, fifteen cases under active investigation, two cases in mediation, two cases in administrative review, two cases in ALJ review, three cases were closed and four cases remained in backlog. The case summary details allegations of race and familial status discrimination in the area of housing. Commissioner Allan recommended changing the report to reflect the "Department" instead of "Commission" because the caseload is actually staff work. It was suggested to leave the Commission logo on the report but to reference it as "Staff Caseload Report."

**Chairperson's Report**

No report given

**Director's Report**

Written report submitted. Commissioner Allan expressed that he was impressed with the number and range of education and outreach activities.

**Anthony Watak to address the needs and concerns of the Marshallese Community**

Mr. Watak was not present to address the Commission.

**Discuss marketing opportunities for the Speakers' Bureau**

Commissioner Allan stated that he postponed meeting with John Upstrom at Loras College about utilizing his students to help market the Speakers' Bureau programs because of concerns that the HRC didn't have any resources to contribute towards this project and he wanted more clarification on what to actually ask for. Further discussion on this topic will be held at the Commission's goal setting session.

## **Review of Goals**

Commissioner Wilberding asked for input on how to identify people within the disability community. They are looking at ways to create an on-line community of local people who share interests surrounding disability issues. This would be a good way to solicit speakers for the Speakers' Bureau, or tenants to Step by Step, etc. Kelly stated that the Iowa Civil Rights Commission set up their own facebook page and they have community members who join that page, and that is how they communicate information. They will discuss which vehicle is best for social networking at the August meeting.

In regards to alternating meeting sites, Commissioner Allen reported that he spoke with Jerelyn O'Connor, Neighborhood Specialist, regarding holding DHRC meetings at the venues of the various neighborhood associations. She felt that the associations would be receptive to hosting meetings. She said that they typically meet in the evening at around 6:30 – 7:00 p.m. Commissioner Allen will proceed with scheduling those meetings.

## **Plan goal setting**

Commissioner Wilberding moved to select a different facilitator this year. Commissioner Allen seconded. All in favor. Recommended possible facilitators include Side Scott, Wendy Wheelock, and Mary Lynn Neuhaus. Kelly and Marcos will contact absent commissioners to see about availability on Friday afternoons in August or September.

## **Gender Balance Statute**

## **New Business**

Commissioner Allan called attention to the ordinance that states that Commission members are expected to attend two-thirds of all regularly scheduled meetings within a twelve month period or it shall constitute grounds for replacement. Both excused and unexcused are treated as absences and count toward the two-thirds. Additionally, after three or more consecutive unexcused absences the Commission may declare a vacancy by reason of such absences. He questioned whether members are going to operate in agreement with the Ordinance. Commissioner Wilberding moved to have Chairperson Rubinstein send an email to each Commissioner reminding them of Ordinance attendance requirements, and asking if they want to continue to operate under that Ordinance or should there be discussion at a future meeting. Commissioner Allen seconded. All in favor.

## **Adjournment**

Commissioner Allan suggested that, due to the time, the last agenda item be made first order of business at next month's meeting. Commissioner Allen seconded. Motion passed by consensus. Meeting was adjourned at 5:50 p.m.

The next regular meeting is July 13, 2009.

Minutes approved as submitted: 

Minutes approved as corrected: \_\_\_\_\_