



## Human Relations Commission Agenda

7:00 p.m. Regular Meeting

Thursday, May 2, 2019

City Hall: Large Conference Room

25 Center Street

Vermillion, South Dakota 57069

1. **Roll Call**
2. **Adoption of the Agenda**
3. **Approval of the Minutes**
  - a. April 4, 2019
4. **Visitors to be Heard**
5. **Old Business**
  - a. Ordinance 1399 effective April 18, 2019
  - b. Update on Home Rule educational session with City Council
  - c. Update on HRC applicants
  - d. Approval of ADR flow chart
6. **New Business**
  - a. Upcoming Vermillion Pride Events
7. **Adjourn**

**Access the Human Relations Commission Agenda on the web – [www.vermillion.us](http://www.vermillion.us)**

**Addressing the Commission:** Persons addressing the Council shall be recognized. Please raise your hand to be recognized and state your name and address.

**a. Items Not on the Agenda** Members of the public may speak under Visitors to Be Heard on any topic NOT on the agenda. Remarks are limited to 5 minutes and no decision will be made at this time.

**b. Agenda Items:** Public testimony will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen who wishes may speak one time for 5 minutes on each agenda item. Public testimony will then be closed and the topic will be given to the governing body for possible action. At this point, only commission members and staff may discuss the current agenda item unless a commission member moves to allow another person to speak and there is unanimous consent from the commission. Questions from commission members, however, may be directed to the public through the presiding officer at any time.

**Meeting Assistance:** The City of Vermillion fully subscribes to the provisions of the Americans with Disabilities Act of 1990. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Manager's Office at 677-7050 at least 3 working days prior to the meeting so appropriate auxiliary aids and services can be made available.

As a courtesy to others, we ask that cellular phones and pagers be turned off during the meeting.

Unapproved Minutes  
Human Relations Commission  
Thursday April 4, 2019 Regular Meeting

The regular meeting of the Human Relations Commission was called to order in the Large Conference Room at City Hall on April 4, 2019 at 7:08 p.m.

1. Roll Call

Present: Travis Letellier, Addison McCauley (arrived at 7:10), Shannon Cole (arrived at 7:21), Mark Daniels, Daniel Sundberg, Quinn Thornton, Marina Sereda, Lamont Sellers

Absent: Calvin Petersen

Staff present: John Prescott, City Manager  
James Purdy, Assistant City Manager

2. Adoption of the Agenda

Commissioner Daniels motioned to approve the agenda, seconded by Commissioner Sellers. Motion carried.

3. Minutes

a. March 7, 2019

Vice Chair Letellier motioned to approve the minutes, seconded by Commissioner Sellers. Motion carried.

4. Visitors to be Heard

None

5. Old Business

a. Review of forms

b. Update on recruitment of new Commission members/placement of posters

c. Future events

5a. The Commission reviewed the final two forms in need of approval. Chair McCauley motioned to approve the Commission Subcommittee Report form, seconded by Commissioner Thornton. Motion carried. Chair McCauley motioned to approve the Notice of Probable Cause form with font adjustments, seconded by Commissioner Sellers. Motion carried.

5b. Chair McCauley stated that had talked to one student who was interested in becoming the student Commissioner. Vice-Chair Letellier stated he will be sending a note to several individuals who applied to be a Commission advisor, and let them know there will be open seats. John Prescott, City Manager, stated that the upcoming vacancies on the Commission were announced at the April 1 City Council meeting, and that the City will advertise the vacancies on its website and social media pages.

Commissioner Sundberg stated that he would like to write a letter to the editor for the Plain Talk to help advertise the vacancies as well.

Commissioner Thornton volunteered to assist Commissioner Sundberg with the letter.

Chair McCauley stated that he placed several posters at the Muenster University Center, and one at Café Brule. James Purdy, Assistant City Manager, stated that posters have also been placed in City Hall, as well as the pocket park off of Main St. Some other locations that were suggested for additional posters were laundromats, Mr. Smith's, the Public Library, and area churches.

5c. Chair McCauley stated that he has yet not heard back from organizations about participating in their events, so he has no update at this time.

6. New Business

a. ADR flow chart

6a. The Commission reviewed the ADR flow chart that was provided by City Staff. The Commission suggested several minor changes, and directed City Staff to provide a final version at the next meeting for approval.

7. Adjourn

Moved by Vice-Chair Letellier to adjourn, seconded by Commissioner Sellers. Motion carried at 7:46 p.m.

Vermillion Human Relations Commission

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Lamont Sellers, Secretary

VHRC ALTERNATIVE DISPUTE RESOLUTION PROCESS

(\*\* All days are calendar days)

