

Unapproved Minutes  
Human Relations Commission  
Thursday March 7, 2019 Regular Meeting

The regular meeting of the Human Relations Commission was called to order in the Large Conference Room at City Hall on March 7, 2019 at 7:00 p.m.

1. Roll Call

Present: Travis Letellier, Calvin Petersen, Addison McCauley, Shannon Cole, Mark Daniels

Absent: Daniel Sundberg, Quinn Thornton, Marina Sereda, Lamont Sellers

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

2. Adoption of the Agenda

Chair McCauley stated he would like to add discussion of the alternative dispute resolution (ADR) templates to the agenda. It will be added as new business item b. Vice Chair Letellier motioned to approve the agenda, seconded by Commissioner Daniels. Motion carried.

3. Minutes

a. February 7, 2019

Vice Chair Letellier motioned to approve the minutes with corrections, seconded by Commissioner Petersen. Motion carried.

4. Visitors to be Heard

None

5. Old Business

a. Update on Ordinance 1399

b. Update on upcoming Home Rule educational session with City Council

c. Update on VHRC logo

5a. Chair McCauley stated that the first reading of Ordinance 1399 was approved by the City Council, and that the second reading will take place at the March 18 meeting.

5b. John Prescott, City Manager, stated that a firm date for the Home Rule educational session has not been set. John Prescott stated that the City Council noon sessions are booked through the month of April, but that hopefully a date can be set soon.

5c. Two options for the new VHRC logo were presented to the Commission. After a brief discussion regarding the two options, Commissioner Daniels moved to adopt the logo with the "avenir font", seconded by Commissioner Petersen, motion carried.

6. New Business

- a. Future educational events
- b. ADR templates (added item)

6a. Chair McCauley led a discussion regarding future educational events the Commission could be involved in. One suggestion was hosting a potluck with some student and/or community organizations. This event would help advertise the future openings on the Commission. The Commission then discussed venues for the event, some suggestions were the Vermillion Public Library and the VCDC building in the McVicker Plaza. Chair McCauley also suggested creating a leaflet to hand out at the event.

Vice Chair Letellier suggested that instead of the VHRC hosting their own event in the spring that the Commission wait until fall since students and faculty are busy in the spring. Shannon Cole suggested working with Spectrum, who has their own on-campus event during the month of April. The Commission reached a consensus that it would be best to focus the remaining couple meetings of the Commissions current makeup on finalizing the Commission's ADR templates and process, and succession planning for the outgoing Commissioners.

Chair McCauley stated that he plans on doing some tabling at the Muenster University Center in order to recruit for the upcoming student vacancy.

6b. The Commission will review revised ADR forms at the next regular meeting. Chair McCauley, and James Purdy, Assistant City Manager, will meet and create the revised forms with the recommendations from the Commission. At the next regular meeting, the Commission will begin work on a timeline outlining the complaint process that it hopes to have completed in May.

A question was asked about the next official steps for filling the upcoming open seats on the Commission. John Prescott, City Manager, stated that the first official announcement of the vacancies will take place at the April 1<sup>st</sup> City Council meeting, and that the Commissioners should continue advertising the openings by word of mouth.

7. Adjourn

Moved by Commissioner Daniels to adjourn, seconded by Commissioner Petersen. Motion carried at 7:45 p.m.

Vermillion Human Relations Commission

---

Lamont Sellers, Secretary