

**MARION CIVIL RIGHTS COMMISSION
MEETING MINUTES
September 3, 2014, 6:30 pm**

Marion City Hall
1225 6th Avenue
Marion, IA 52302

Commissioners Present:

Mr. Dave Baumler
Ms. Deborah Brydon
Ms. Janet Evans
Ms. Queen Githaiga
Ms. Elizabeth Hilkerbaumer
Mr. Kent Jackson
Mr. Steve Moshier, Chair
Mr. Bret Nilles
Mr. Joe Stutler, Vice Chair

Commissioners Absent:

Mr. Joseph Ellis
Ms. Janet Powell

Staff/Other Present:

Ms. LaSheila Yates, Cedar Rapids Civil Rights Commission
Ms. Virginia Sipes, Cedar Rapids Civil Rights Commission
Mr. Johnny Alcivar, Cedar Rapids Civil Rights Commission
Ms. Amanda Kaufman, Assistant to the City Manager, City of Marion
Mr. Robin Tucker, Liaison to Cedar Rapids Civil Rights Commission

I. Call to Order

Noting there was a quorum, Commissioner Moshier, Chair, called the meeting to order at 6:32pm.

II. Roll Call/Introductions

Commissioners and staff introduced themselves.

III. Public Response.

There was no public response.

IV. Approval of Minutes from August Meeting

Commissioner Jackson moved and Commissioner Hilkerbaumer seconded a motion to approve the minutes as written. No discussion, the motion was approved unanimously.

V. Introduction of new Staff

The new Cedar Rapids Civil Rights Commission staff introduced themselves and discussed their backgrounds. Johnny Alcivar was hired as the new Outreach Coordinator and LaSheila Yates as the new Executive Director. Both expressed their excitement for joining the organization.

VI. **Report from Chair**

Commissioner Moshier, Chair, presented the report. He discussed Friends of the Civil Rights Commission and asked what the status was. Mr. Tucker, Cedar Rapids liaison said this is still on the horizon and once it has been better defined with Cedar Rapids, they will plan to meet with Marion to begin work on establishing a Friends committee. Commissioner Moshier, Chair, stated that a nomination committee will also need to be assembled in December. He will be asking for volunteers in coming months. He stated that the Commission should consider whether any budget considerations should be made prior to the next fiscal year. He proposed the creation of a committee to address the budget.

The “Roll of the Dice” event was discussed. A date has not yet been set, but the Marion Civil Rights Commission would like to be a sponsor of this event. More information can be found at the website (<http://www.rollofadice.org/>). Commissioner Baumler will bring this topic back as a report for the October meeting.

VII. **Committee Reports**

Executive Committee

Commissioner Stutler, Vice Chair, made a motion to appoint LaSheila Yates as the Interim Executive Director, and Commissioner Nilles seconded the motion. The Commission discussed whether “interim” should or should not be included in the title of this position. Ms. Hilkerbaumer motioned to amend the original motion to strike “interim,” and the motion was seconded by Ms. Brydon. Motion failed. Original motion passed, unanimously. Ms. Yates was directed to follow up with the City Attorney on whether her title should or should not contain “interim.” She will report back at the October meeting.

Cedar Rapids Liaison Report

Mr. Tucker presented the Cedar Rapids Liaison report. An important issue facing the Cedar Rapids Civil Rights Commission is a potential relocation of the offices to the Veterans Memorial Coliseum.

VIII. **Director’s Report**

Interim Executive Director Yates stated that they have a job opening for an Administrative Assistant II. She hopes to have someone in the position within the next few months.

IX. **Old Business**

Rules of Practice

Ms. Sipes provided a memo detailing the follow-up items regarding the Rules of Practice from the August meeting and via email. Four issues were raised for further clarification by the Cedar Rapids City Attorney. Ms. Yates indicated that an ad hoc committee is working on these issues and putting together a timeframe to address these issues. Commissioner Moshier, Chair recommended the Marion Commission ask the Marion City Attorney to review the Rules of Practice document once it has been amended by the executive committee.

Commissioner Moshier, Chair stated that the Commission should be making an annual report to the Marion City Council. He will ask for volunteers to put together a presentation at the October meeting.

Ms. Sipes made the changes discussed at the August meeting to the Standard Operating Procedure for Compliance Agreement Audit Process. Ms. Sipes will email updated copies of the Standard Operating Procedures to the Commission.

“Roll of the Dice”

Commissioner Baumler will provide a status report at the October meeting.

Training Opportunities for Commissioners

Training on how to communicate with the media is an interest of the Commission. Ms. Yates and Ms. Kaufman will work with communications staff in their respective organizations to put together training for Commissioners for the October meeting.

X. **New Business:**

Staff Changes

This has already been addressed; there was no further discussion.

Upcoming Community Involvement Activities

Mr. Alcivar discussed upcoming community activities. LGBTQI Summit in Cedar Rapids will be taking place on Thursday, September 4th. The poster and video contest is going on and Mr. Alcivar is busy spreading the word on this program. He stated that they are also reaching out to people that may want to serve as judges. The deadlines are quickly approaching to participate in this event. The Iowa Latino Conference is also taking place on Friday, October 3rd. The speakers and agenda have recently been confirmed. More information can be found at www.iowalatinconference.org.

XI. **Adjournment**

Commissioner Jackson motioned to adjourn the meeting. Seconded by Commissioner Hilkerbaumer, the meeting was adjourned at 8:10pm.

The next meeting will be held on October 1, 2014 at 6:30 pm at 1225 6th Avenue, Marion, Iowa.

Respectfully submitted by Amanda Kaufman