

Memo

To:	Russ Boggs, Gretchen Little, Josh Grubbs, Kia Hansard, Amanda Arbour, Amanda Carter, Valerie Carelock, Christi'an Yellowdy, Theo Braddy,
From:	Shaashawn Dial, Director Social Equity & Affirmative Action
cc:	None
Date:	February 12, 2018
Re:	December 2017 Harrisburg Human Relations Commission (HHRC) minutes

CITY OF HARRISBURG DEPARTMENT of ADMINISTRATION  
BUREAU of SOCIAL EQUITY & AFFIRMATIVE ACTION

Harrisburg Human Relations Commission (HHRC) December 20, 2017 Meeting Minutes

Physical Meeting 3<sup>rd</sup> floor conference room of the Rev. Dr. Martin Luther King, Jr. City Government Center, 10 North Second Street, Harrisburg, PA 17101

In attendance: Christi'an Yellowdy, Valerie Carelock, Amanda Carter, Amanda Arbour, Kia Hansard, Josh Grubbs, Gretchen Little, Russ Boggs

Absent: Theo Braddy

Meeting called to order 5:35pm by Shaashawn Dial (SD), staff Liaison to the HHRC & Director of Social Equity and Affirmative Action

SD welcomed Commissioners and thanked them for their willingness to serve.

SD distributed folders (1 for each Commissioner) with important documents and information.

SD facilitated an ice breaker titled, "Connection Search" for the Commissioners to get to know each other better.

The ice breaker was followed by each commissioner introducing him/her/their self, their name, current occupation, birthday, hobbies /interests / why they want to serve on the HHRC and what unique contributions / life experience they intend to bring to the HHRC.

SD circulated a sheet with Commissioner contact information to check for accuracy.

SD circulated a sheet with the 2018 meeting dates. 2018 MEETING DATES:

- December 20, 2017
- January 8, 2018
- February 21, 2018
- March 12, 2018
- April 18, 2018
- May 14, 2018
- June 20, 2018
- July 9, 2018
- August 15, 2018
- September 10, 2018
- October 17, 2018
- ~~November 12, 2018~~ – NO MEETING!
- December 19, 2018

Meetings will be held from 5:30pm – 7:00pm at the Rev. Dr. Martin Luther King, Jr. City

Government Center, 10 N. 2<sup>nd</sup> Street, Harrisburg, PA 17101 in the third-floor conference room 304 B Conference room.

SD pointed out the three copies of legislation pertaining to the HHRC in their folders:

- 1983 Ordinance
- 2000 Amended Ordinance
- 2016 Proposed Ordinance not approved

Commissioners were asked to review each piece of legislation prior to the January 2018 meeting, especially Section 5: POWERS OF THE COMMISSION.

SD reviewed three specific parts of the 1983 ordinance pertaining to specific procedures of the HHRC.

Officers: “The Commission shall elect one of its members as Chairman and may elect such other officers as it may deem necessary. The Chairman may, with the approval of the Commission, appoint such committees as may be necessary to carry out the powers and duties of the Commission, and the Commission may authorize such committees to take any necessary action for the Commission.” p.12

Rules/Regulation: “The Commission shall adopt such rules and regulations for its own organization, operations and procedures as the Commission shall deem necessary to administer, implement and enforce this Ordinance.” P.12

Quorum: “Five (5) members of the Commission shall constitute a quorum for the transaction of business, and a majority votes of those present at any meeting shall be sufficient for any official action taken by the Commission, except approval of a majority of all the members of the Commission shall be required before any public hearing may be held.” P.12

SD shared she has an inquiry into the Law Bureau regarding their interpretation / guidance of whom may or may not do investigation and adjudication with regards to the HHRC. Once SD obtains direction, she will share the Law Bureau’s guidance with the Commissioners.

SD highlighted the who, what, when, where, and why of the HUMAN RIGHTS CAMPAIGN (HRC) MUNICIPAL EQUALITY INDEX, specifically Harrisburg’s score and the working plan to improve the score for 2018.

SD pointed out the 1-page color sheet titled “LGBTQ RESOURCES in CENTRAL PA” document.

SD encouraged Commissioners to think about what types of events (outside of hearing cases) they would like to do as part of community engagement and education efforts. Examples SD shared were: hold community discussion, screen movies, present panels, take public comment, advise city on inclusive policy & strategy.

SD opened the floor for Commissioner Announcements, concerns, questions.

SD shared next meeting date: January 8, 2018.

Meeting adjourned 7:30pm