

**Office of Civil Rights & Wage Enforcement  
Community Relations Commission  
Public Session Minutes  
January 18, 2017**

Participating in the meeting via Conference Call were Commissioners Rev. Todd Yeary (Interim-Chair), Syeetah Hampton-El, Stephen Ruckman, Joseph Brown, Kevin Loeb, Victor Clark, and Adote Richard Ghandi Akwei. Also present were Jill P. Carter (Director), Sharita Thomas (Deputy Director), Susan Randall, Community Relations Supervisor, and Michele Masters, Office Manager. The meeting began at approximately 8:36 AM.

I. Welcome

Chair Yeary welcomed the new Director of the Office of Civil Rights and Wage Enforcement, Jill P. Carter.

II. Approval of the Minutes

The December 16, 2016 minutes were approved and submitted.

III. Commissioners' Report

The Commission agreed to hold winter meetings via conference call. A complete schedule will be forwarded to the Commissioners.

IV. Director's Report

Susan Randall's last day is January 31. Chair Yeary thanked Susan for her service to the Commission.

Director Carter stated that we are currently seeking candidates for the Board as well as a CRC Supervisor and CRC Representative. Chair Yeary offered to assist in the candidate pool.

V. Open Forum

Director Carter spoke about staffing issues and the backlog of cases in the office.

There being no further business, the Commission voted to adjourn the Public Session at 8:53 AM and moved into Executive Session.

Respectfully submitted,

Robin Drummond  
Secretary III