

Chairperson Jennifer Washington called the meeting to order at 3:05 p.m.

The following members were present: Jennifer Washington, Dora Grant, Dan Leavell, Joe Hayberger, Beverly Newell-Hancock, Ted Huston, and Charlene Adams

Excused: Dominic Wells

STAFF PRESENT: Leslie Mesenburg – Acting Clerk, Talon Flohr – Neighborhood Outreach Coordinator and Jerry Garrett - Consultant.

APPROVAL OF MINUTES

Upon motion of Ted Huston and second of Beverly Newell-Hancock, the members voted to approve the Minutes as corrected of the October 27 meeting and dispense with the formal reading. The Chairperson declared the motion passed.

CURRENT BUSINESS

Talon Flohr, Neighborhood Outreach Coordinator, shared that the second round of the Sandusky Neighborhood Initiative meetings will begin in December. A letter will be sent to everyone in the designated neighborhood zones as well as in a 100 foot buffer zone around each neighborhood. In addition to the Neighborhood Initiative, Talon shared that he was working on a vacancy study. He is recording vacancy information in an app and the information will be used later on. Joe Hayberger shared that he attended the West Side Neighborhood Initiative Meeting and it was very well attended. He believes there were 40 – 50 people in attendance. Jennifer Washington added that she felt that the city was working fast and doing a great job. Joe Hayberger asked if Gartland Avenue was included in the Westside Neighborhood. He recalled an article from the Sandusky Register that identified Gartland Avenue as one of the worst streets in the City. Talon Flohr indicated that Gartland Avenue was indeed within the boundaries of the Westside Neighborhood and that the area was going to be looked at.

OLD BUSINESS

In regards to the letter to legislators regarding incarcerated mentally ill persons, it was made known that the letter had been approved and a copy of the letter was provided with the attached Position Statement 56.

Upon motion of Ted Huston and second by Dan Leavell, the members voted to approve the letter with the addition of the Position Statement 56 to be sent as addressed. Jennifer Washington asked for those in favor to say yea. To which all present said yea. The Chairperson declared the motion passed.

After approval, Charlene Adams asked for clarification as to who the letter was going to be sent to. Dan Leavell indicated that the letter was to be sent to the Erie County Commissioners and to the City of Sandusky Commissioners. He went on to share that the intent of the letter was to

encourage local officials to put pressure on state officials regarding treatment of incarcerated mentally ill persons. It was suggested by Ted Huston and further discussed that the audience of the letter should be expanded.

Upon motion of Joe Hayberger and second of Charlene Adams, the members voted amend the previous vote to include the following as recipients of the letter: City of Sandusky – City Commissioners, Erie County Sheriff (Sheriff Paul Sigsworth), Erie County Jail Administrator, (Lieutenant Thomas Proy) City of Sandusky – Chief of Police (John Orzech), Representative Steven Arndt, Senator Randy Gardner, Senator Sherrod Brown, Congresswoman Marcy Kaptur, Attorney General Mike DeWine and Governor John Kasich. Jennifer Washington asked for those in favor to say yea. To which all present said yea. The Chairperson declared the motion passed.

Before moving on to the Old Business item regarding Public Forums, Jennifer Washington called attention to the rearranged committees. Joe Hayberger expressed his displeasure with not being asked prior to the meeting about serving on a new committee. Jennifer Washington apologized for not being able to make contact with him prior to the meeting. Joe Hayberger accepted Jennifer Washington's apology. Charlene Adams shared that she, too, was not contacted prior to the meeting, but was more so told that the committees were changing, although she was not offended by the action. Dan Leavell agreed that he, too, was not contacted prior. Jerry Garrett shared that the chair has the right to appointment committee members at her discretion.

A copy of the letter that is to be sent to potential presenters for a public forum was shared. The letter has been reviewed by numerous committee members and is ready to be sent. Jennifer Washington shared that the letter will be sent to the names that were submitted, which included Dr. JoAnn Lipford Sanders and Dr. Terrell Lamont Strayhorn. Jennifer Washington shared that Dominic Wells has contacted a professor at Kent State that the letter could possibly be sent to as well. She went on to include that because of the weather, it was indicated in the letter that the public forum would take place in March of 2017. Dan Leavell added that he did have another name of a potential presenter to submit, but was hesitant to do so as he did not want to delay the process. He also indicated that he was not sure if the individual was still at The Ohio State University. Jennifer Washington asked for him to share the name so the letter could be sent to her as well. Dan Leavell shared the name of Donna Y. Ford, Ph.D. Dan Leavell shared that he was concerned about the money that was earmarked for the public forum and that it would not carryover to next year. Charlene Adams indicated that the money could be allocated and spent later on. Jerry Garrett shared that the money is from the city and that the fiscal year ends at the end of December. With the public forum slated for March, they would be on the cusp of losing the money if the program was to take place in March versus having it in January or February. Charlene Adams asked if a deadline was known as to when the money needed to be spent to avoid losing it. Jennifer Washington shared that the money would be earmarked. Charlene Adams suggested that in order to be safe that the presenter should be

contracted by December 31, 2016. Joe Hayberger added that, in light of potentially losing the money by drawing out the process, he felt that Dr. Sanders would be the best choice for a presenter as she was local and he felt the committee could reach out and receive feedback from her in a timely manner. Ted Huston shared that he believed that the information presented thus far was correct. He suggested that copies of contract(s) be received and reviewed prior to the December meeting or call a special meeting or appoint a special group to take on the responsibility of selecting and contracting a presenter. He believes that this would expedite the process. It was also shared that once a contract has been received from a presenter that it would need to go to legal and the city commission for approval. Beverly Newell-Hancock asked why it was necessary for legal and the city commission to review and approve the contract. Jerry Garrett shared that because the Human Relations Commission is an arm of the city that it was necessary for all contracts to be reviewed and approved by legal and the city commission. Charlene Adams shared that she felt that it was necessary for the Human Relations Commission to communicate with the city commission and let them know exactly what the commission was doing and why. She felt this would help avoid future issues. Jennifer Washington shared that she did reach out to the city's Law Director, Justin Harris and Assistant Law Director, Trevor Hayberger and asked the following questions: If an organization/church wants to give money to the HRC do we then give it to the city? Will we then have an account? Can we charge money for a person getting their CLE/CEU clock hours for our upcoming event? And if so, where does the money go? To the City or the HRC? How do we go about paying for a speaker? Who writes that check? Do you use the voucher system? Can we use our own city department to make flyers for our upcoming event? Before we apply for foundation money/grants, do we have to present it to the city commission first? Jennifer Washington went on to share that the city would be the contractual agent and that Eric Wobser is the contractual agent for the city. Any needed legislation/motions would be handled by the HRC clerk (preparing them for city commission). Jennifer Washington shared that she asked for the answers to the above questions in writing (which were provided by Kelly Kresser) so the HRC would have written documentation to refer back to. Charlene Adams asked if Leslie Mesenburg, acting clerk, would handle sending out the letters to the potential presenters to which Jennifer Washington indicated that was correct. Charlene Adams suggested that follow-up calls be done after the Thanksgiving holiday to ensure the potential presenters received the initial letter and to gauge their interest. It was decided that Jerry Garrett, Jennifer Washington and Charlene Adams would review proposals/contracts received and select a presenter for the public forum. Jerry Garrett shared that the contract would then be forwarded to Kelly Kresser, Commission Clerk, for her to handle.

The issue of filling an open commission seat was discussed. Joe Hayberger referenced last month's meeting minutes and asked if it was wise to narrow down the applications to two and then vote on them. From the discussion it was determined that it was best to submit the top vote getter which was Loretta Riddle. Further discussion ensued and commission members took a second vote on the candidates to provide additional names to the city commission. Names to be submitted to the city commission for consideration, in addition to Loretta Riddle, include

John Poole, Dr. Valerie Cruse and Marlisa Young. After the vote, Joe Hayberger indicated that the process is flawed and suggested that the process for filling a vacant position begin in September and include an interview process. Jennifer Washington stated that an abundance of applications was something new for the Human Relations Commission and the process would typically start earlier and include an interview.

Dan Leavell asked if the 2014 – 2016 year-to-date numbers showing the breakdown of arrests of African-Americans by the Sandusky Police Department was available for them to review. Jennifer Washington shared that she believed Naomi Twine, Commission Liaison, was supposed to provide the report, but she was not present. Beverly Newell-Hancock asked if the issue of nepotism within the police department would be brought up as well. Dan Leavell asked if this is something that should be tabled until the next meeting. Beverly Newell-Hancock asked if we should make a formal request to the Sandusky Police Department for the breakdown, but also ask if the information could be broken down by officer. Dan Leavell shared that he believes that the information is consolidated and not broken down by individual officer. Charlene Adams added that we should also be concerned about the city's overall hiring of administrative people and the lack of minorities in administrative positions. Ted Huston asked if the positions were posted to which Charlene Adams shared that yes they were posted. She also shared that she knows that minorities were interviewed for the positions, but not hired. Jennifer Washington asked to consider women as they are minorities as well. Charlene Adams said that she was more specifically referring to people of color. Jerry Garrett referred the members to a presentation provided in May of 2016 which showed all minority employees of the city and the capacity in which they served the city. Charlene Adams added that she felt the report should break down the category of women further to include race. Dan Leavell suggested that the commission request the city manager to attend a meeting and provide explanation.

NEW BUSINESS

None.

COMMITTEE REPORTS

Budget Committee

No report.

Public Forum Committee

No report.

Community Organization Planning Committee

No report.

ANNOUNCEMENTS

None.

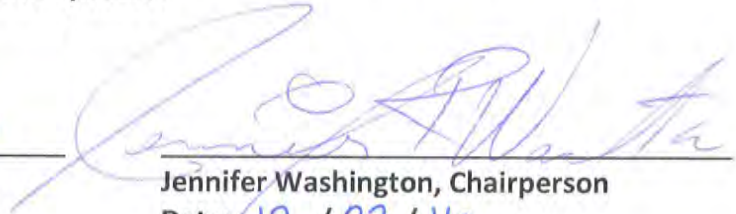
ADJOURNMENT

Upon motion of Dan Leavell and second of Ted Huston, the members voted to adjourn at 4:04 p.m. The Chairperson declared the motion passed.



Attest: Leslie Mesenburg, Acting Clerk

Date: 12 / 22 / 16



Jennifer Washington, Chairperson

Date: 12 / 22 / 16