

**Office of Civil Rights & Wage Enforcement**  
**Community Relations Commission**  
**Public Session Minutes**  
**August 16, 2017**

Participating in the meeting were Commissioners Rev. Todd Yeary (Interim-Chair), A. Adar Ayira, Adoté Richard Ghandi Akwei, Stephen Ruckman, Syeeta Hampton-El, Phillip Farfel, Karsonya Whitehead and Stephanie Maddin-Smith, and Sarah Heaton via conference call. Also present were Sharita Thomas (Deputy Director), Monica Wilson (CRC Supervisor), Greg Logan, and Khadriah Ward.

Deputy Director Thomas opened the meeting at 8:40 a.m.

I. Welcome

Deputy Director Thomas welcomed everyone to the Community Relations Commission Board Meeting.

II. Preliminaries

The Commission voted in Dr. Todd Yeary as Board Chair for one year and Dr. Karsonya Whitehead as Board Secretary.

III. Approval of the Minutes

The June 21, 2017 Public Session Minutes were approved and submitted with a correction to Commissioner Maddin-Smith's spelling of her name.

IV. Commissioners' Report

Chair Yeary reminded Commissioners to sign the confidentiality agreement if they have not done so. He also asked everyone to make note of the CRC meeting dates listed on the schedule. He plans to have a conversation about the possibility of scheduling conference calls during the winter months. He mentioned the possibility of having a half-day working retreat to discuss Article IV, implementation of the Rules and Procedures, engagement in EEO enforcement to include a subject matter expert from EEOC, trends in terms of types of complaints, employer challenges and compliance, and the status of Ban-the-Box law.

The Commission agreed to schedule a Half-day Retreat on a Saturday. A day will be selected based on a Doodle Poll.

V. Director's Report

Deputy Director Thomas announced that Carrie Evans resigned; she will be relocating. Director Carter is reaching out for a new Commissioner to represent the LGBTQ community.

The Commission on Disabilities is now under the Office of Civil Rights.

Dr. Farfel has been proactive in finding additional funding resources.

John Wesley has been working to develop our outreach efforts.

Director Carter is looking to fill two vacancies for the position of CRC representative. Commissioner Hampton-El suggested reaching out to law students. In addition, there was a discussion about changing title of CRC Investigator. Chair Yeary suggested having a conversation regarding the classification, appropriations, and an internal audit in terms of structure.

There were questions regarding the status of the IMS System. Chair Yeary will have a conversation with the Chair of the Budget Committee of the City Council.

Deputy Director Sharita Thomas welcomed commissioners to come out and participate at the Civil Rights community table during events. Commissioners agreed to attend speaking engagements on behalf of Director Carter if they are available.

Commissioners are encouraged to attend the Annual Civil Rights Breakfast and to encourage their organizations to purchase a sponsorship.

VI. Open Forum

There was no further business.

There being no further business, the Commission voted to adjourn the Public Session at 9:51 a.m. and move into the Executive Session.

Respectfully submitted,

Robin Drummond  
Secretary III