

Office of Equity and Civil Rights
Wage Commission Minutes
November 18, 2021

Participating in the meeting via Microsoft Teams were Commissioners Sheryl Wood (Chair), Ally Amerson, and John Barber. Also participating in the meeting were Dana Moore (Chief Equity Officer and Director of the Office of Equity and Civil Rights), Andrea Williams (Supervisor), James Peyton (Investigator), Aracely Stafford (Investigator), and Jane Lewis (Law Department).

I. Call to Order/Welcome/Introductions

- a. The meeting was called to order at 3:02 p.m. by Commissioner Amerson (Acting Chair).
- b. Introductions were made by Commissioners and staff.
- c. Director Moore introduced New Deputy Director Caylin Young.

II. Director's Report

- a. Report

III. Items for Approval

- a. The September 9, 2021 minutes were approved and accepted.

IV. Updates

- a. Investigator Stafford and Andrea Williams gave an update and overview.
 - i. Spiniello Case
 - ii. Commissioners voted that a letter be sent to Spiniello:
 1. A stern letter
 2. History and expected future cooperation
 3. Director Moore will write a letter to Spiniello with a cc to Jane Lewis (Law Department) and Spiniello (counsel)
- b. Investigator Peyton and Jane Lewis gave an update
 - i. Hart to Heart
 - ii. Decision: Commissioners agreed to close out part of the assessment by the next meeting.

V. Settlement Conference

- a. Investigator Peyton briefed the Commission on Cianbro's Settlement Conference.
- b. Cianbro Settlement Conference
 - i. Commissioner Amerson gave the opening statement
 - ii. Settlement Conference
 - iii. Decision
 1. Commissioners voted to reduce the penalty by 25%
 2. Chair Wood and Ms. Lewis discussed an assessment vs. a settlement agreement option.
 3. **Action:** Ms. Lewis will send Ms. Williams a template for the letter of assessment.
 4. Commissioners agreed to send a final assessment – Cianbro is to:
 - a. Continue to follow-up on the payments that they have made
 - b. Provide documentation of the checks being cashed for the ones that were mailed
 - c. Provide documentation of the direct deposits

VI. Director's Report

- a. Director Moore commended the staff on the process of conducting the prevailing wage meeting. The information will be moving forward to the Board of Estimates as scheduled.
- b. Commissioners received a copy of the Director's Report. There were no questions.

VII. Discussion

- a. Commissioners agreed that the next meeting will be scheduled for December 9, 2021.

VIII. Closing

There was no further business, and the Commissioners voted to adjourn.

There being no further business, the meeting was adjourned at 4:54 p.m.

Respectfully submitted,

Robin Drummond
Office of Equity and Civil Rights