

Office of Equity and Civil Rights
Wage Commission Minutes
September 1, 2022

Participating in the meeting via Microsoft Teams were Commissioners Sheryl Wood (Chair), Ally Amerson, John Barber, and Mark McLaurin. Also participating in the meeting were Deputy Director Young, Lisa Kelly (Chief of Investigations), Aracely Stafford (Supervisor), Marquiessa Whitaker-Black, Caron Watkins, and Jordan Barry.

I. Call to Order/Welcome/Introductions

- a. The meeting was called to order at 3:07 p.m. by Chair Wood. Supervisor Stafford introduced Ms. Marquiessa Whitaker-Black as the new investigator, Jordan Barry (Equity Data Analyst) and Lisa Kelly (Chief of Investigations).

II. Items for Approval

- a. The August 4, 2022 minutes were approved and accepted.

III. Director's Report – Aracely Stafford

- a. Administrative
 - i. Ms. Marquiessa Whitaker-Black is the new Wage investigator.
 - ii. Jordan Barry is the Equity Data Analyst.
 - iii. Lisa Kelly is the Chief of Investigations.
- b. Data – August
 - i. Value of late payroll violations assessed - \$25,900.00
 - ii. Collected in late payroll violations - \$8,150.00
 - iii. Value of investigation fines assessed – \$53,900.00
 - iv. Value of investigation fines collected – \$5,150.00
 - v. Value of investigation restitution assessed - \$20,983.59
 - vi. Value of investigation restitutions collected - \$2,957.94

IV. Updates

- a. Outreach/Events
 - i. All staff meeting - August 2, 2022
 - ii. LCP Tracker meeting - August 2, 2022
 - iii. Wage Commission Meeting - August 4, 2022
 - iv. All staff meeting - August 16, 2022
 - v. Mayor's back-to-school backpack stuffing - August 19, 2022
 - vi. Mayor's back-to-school backpack stuffing event - August 20, 2022
 - vii. OECR Staff have been attending weekly planning meetings for Civil Rights Week (CRW). Civil Rights Week will take place October 31, 2022 – November 5, 2022.
 - viii. Investigative hour with the Chief Investigator takes place every Thursday.
 - ix. Workshop on Human and Labor Trafficking. Information will be shared with Commissioners.
- b. Organizational Updates
 - i. Final Notice implementation has started.

- ii. Wage staff have increased site visits. Goal is to complete two site visits per month.
- iii. Prevailing Wages 2023 rates process has started.

V. Fact finding conference

- a. Investigator Whitaker-Black briefed Commissioners on her case.
 - i. Whiting-Turner Contracting

VI. Closing

- a. Chair Wood thanked all the Commissioners and Staff for their participation and hard work.

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

There being no further business Commissioners agreed to adjourn at 4:35 p.m.

Respectfully submitted,

Robin Drummond
Office of Equity and Civil Rights