

Advisory Commission on Human Relations and Disability Issues

Minutes

July 10, 2017, 5:30 PM

UG HR Meeting Room

Members Present: Jessie Alvarez – Chair, Kim Dominic – Secretary, Kendall McReynolds, Don Jolley, Wendy Baker, Monica Shonkwiler, Valorie Wells-Fenton, Karen Greenwood (left at 6:20 PM), Thomas Alonzo, Winfred Manning

Staff Liaison: Phyllis Wallace

Members Absent: Cassandra Long – Vice-Chair, James Echols, John Coolidge

Meeting called to order at 5:30 PM by Chair Jessie Alvarez

1. Open Records and Open Meetings Information Training – Ryan Haga – City Attorney’s Office
 - a. Ryan Haga is our contact in the legal department
 - b. Open Records Act may or may not be applicable to this group. – Handouts not available, but any open records requests need to go through Ryan Haga.
 - c. Open Meetings Act is applicable to this group
 - i. When there is a quorum and the board meets they are subject to the Open Meetings Act – Handout given (Attached) with Scope of Act, Definition of Meeting, Definition of “Serial Meeting”, Requirements Under KOMA (Kansas Open Meeting Act), Executive Session
 - ii. Can members of this board be sued? Are we indemnified by the UG. **Ryan Haga will check and respond.**
 - iii. Many of the Executive Session Exclusions would probably not apply to this Commission.
2. Review of Proposed Survey Draft – Kendall McReynolds
 - a. Kendall McReynolds distributed draft copies of a survey. Intent was to keep it short and simple to encourage completion of the survey.
 - b. Jessie Alvarez discussed the desire to collect data.
 - c. Wendy Baker suggested changing Problems to Issues, Challenges, or Concerns
 - d. **Karen Greenwood** suggested a Survey Monkey type survey. She **offered to work with Kendall McReynolds in tweaking the survey.**
 - e. Don Jolley asked whether we should let the public know who the ACHRDI commissioners are and who appointed us. There is general contact information on the website. People need to go to their UG Commissioner. We can also attend Neighborhood Meetings to make people aware of who we are.
 - f. Wendy Baker asked about the survey that was distributed at the Ethnic Festival. Is there anything in that survey that can be used? Can we continue to use that survey in the interim? Phyllis Wallace seemed to think that survey might not really be helpful. **Karen Greenwood requested that she and Kendall McReynolds receive a copy of it so they can possibly incorporate it into the new survey. Phyllis agreed to provide that to them.**

3. Continued Review of Mission/Purpose

- a. We need to know about existing projects related to disability and human rights issues that are already going on in the UG.
- b. Each of us on the commission have special expertise and interests. Perhaps we could represent our individual interest at the public forums like Night Out Against Crime.
- c. Let's ask the Community policing officers what issues they are aware of? **Motion by Monica Shonkwiler, Second by Thomas Alonzo to invite someone from Community Policing as determined by the Commander of Community Policing to be at our next meeting.** Discussion: How much time do we give them? 20 minutes. Valorie offered to develop three specific questions for the community policing officer at the next meeting. We may need the commander here. Phyllis Wallace suggested the Crisis Intervention Officers might be the person we want to talk to us. **Motion passed.**

4. Other business

- a. Jessie Alvarez asked Ryan Haga what our authority is in changing bylaws. He indicated that as long as changes don't conflict with the Ordinance, the Commission can modify the bylaws.
- b. **Motion by Winfred Manning, Second by Valorie Wells-Fenton to allow the amendment of the ordinance to reflect that the chair of the Advisory Commission be the person appointed by the Mayor.** This would make the Ordinance consistent with other organizations. **Motion passed with one dissenting vote.**
- c. We can have a table at the Night Out Against Crime. Brochures, business cards, short survey, and some give-aways. **Wendy Baker moved, Don Jolley seconded that we have a table at the Night Out Against Crime. Motion passed.**
- d. Gordon Criswell wants to come to our meeting to suggest some projects for our Commission. He may be at next meeting.
- e. **Motion by Valorie Wells-Fenton, second by Kendall McReynolds to Amend paragraph 3 of bylaws to read: "Meetings held on the first Monday of each month, the time of the meeting being 5:30 PM." And to add the following Attendance Requirement: "Any member of the commission who misses 4 or more meetings in a 12-month period is subject to forfeiture of their appointed position by review and majority vote of the commission."**

Monica Shonkwiler moved to approve the minutes of the June 26 as read, Wendy Baker seconded. Minutes approved.

Meeting adjourned at 7:00 PM

Next meeting: August 7, 2017 – 5:30 PM