

**Human Rights Commission  
Business Meeting  
Minutes**

**September 21, 2017**

**Commissioners Present:** Lorenzo Cervantes, Joseph Kloby, Brad Bates, Jen Haggard-Mlynarek, Rebecca Stith, Maria Villalpando Ramos

**Commissioners Absent:** Hermenia Jackson, Kelsey Fischer

**City Staff Present:** Andreta Armstrong, Ann Martin

**HRC Commissioner Stith called the meeting to order at 6:38 pm.**

**Roll Call was taken. A quorum was present.**

**Agenda Approval**

Commissioner Stith called for a motion to approve the HRC Business Meeting Agenda of August 17, 2017. The motion was seconded and carried.

**Approval of Minutes**

Commissioner Stith made a motion to approve the August 17, 2017 Business Meeting Minutes. A motion was made to table minutes until next meeting with corrections. The motion was subsequently carried.

**NEW BUSINESS:**

- A. Current policy and procedure for public statements by the Commission
  - Andreta Armstrong discussed current procedure for HRC to issue news release. Andreta stated that, under OEHR's procedure for vetting HRC's proposed written public statements, as set forth in the July 2016 memo, the lack of turnaround deadlines and review criteria is deliberate because the City Manager wants to control the message. Andreta stated that she will forward any alternative process for issuing written statements that HRC proposes to the OEHR and the City Manager for review.
- B. Retreat Topics/Selection
  - Commissioner Bates presented on work plan topic selection process for retreat in 2018. HRC discussed retreat topics/selection process to follow.
  - Andreta Armstrong to send out email to commission regarding process and get topic suggestions for discussion at next meeting.
- C. Discussion on drafting policy for public statements by commission
  - A motion was made and carried to form task force to formulate ideal process for issuing statements. Members are: Jen Haggard-Mlynarek and Brad Bates.

- Andreta Armstrong to send out email to commissioners regarding newly formulated task force to write new communication process.
- D. Proposed press release
  - A motion was made and carried to approve press release.
- E. Outreach/Rack cards
  - Discussion tabled until October 19, 2017 meeting.

### **Chair's Report**

- None

### **Commissioner's Report**

- None

### **Staff Report**

- Andreta Armstrong reported that Chair Brogan Shell resigned and also Vice Chair Darion Reese submitted resignation.
- Andreta Armstrong reported the Destiny Dinner would be held on October 14, 2017 at 6pm and University of Puget Sound. A proclamation would be presented on October 10, 2017 at the city council meeting.
- The following settlements were approved by the commission
  - HRC #4822 Kayla Zane v. Hotel Olympus apartments/Allied Residential

### **Public Comment**

- There was no public comment.

### **Adjournment**

- Business Meeting adjourned at 7:45 p.m.

### **Action Items:**

- None