

MINUTES

Mayor's Commission on Human Rights and Community Relations

Wednesday, October 20, 2021 – 5:30 P.M.

Busch Building, 2nd Floor West Conference Room

1. Roll Call

Commissioners Present: Mike Jungers, Pamela Hernandez, Edna Smith, and Chase Snider (6:40 pm)

Commissioners on Zoom: Rachel Naab and Kelly Fender

Commissioner Absent: Bob Roberts

City Staff: Bob Atchley, Mary Bozarth (departed at 6:32 pm), Taj Suleyman, and Judy White

2. APPROVAL OF MINUTES: September 15, 2021

- Pamela Hernandez made a motion to approve. Edna Smith seconded the motion. Motion was approved (6-0, Bob Roberts absent)

3. PUBLIC COMMENTS

No members of the public present

4. OFFICER AND COMMITTEE REPORTS

- Mike Jungers, Acting Chair
 - Discussion of By-Law Change Necessary for Parliamentary Appointment in New Business

Commissioners Mike Jungers and Edna Smith to re-line the Bylaws and bring back for discussion/vote at the November meeting with suggested changes regarding the new Parliamentary position and the terms dates for the Officers.

- Pamela Hernandez
 - Human Rights Campaign MEI Score Review Meeting

Pamela and Taj will continue to meet to discuss how to improve Springfield's score and give an update at the November meeting.

5. STAFF REPORTS

- Sunshine Law Presentation – Mary Bozarth

Mary Bozarth gave a presentation and handed out a booklet from Eric Schmitt, Missouri Attorney General on the Sunshine Law. Mary will research subcommittee meetings if they need to be posted a week prior to a meeting of officers. E-mails are subject to Sunshine Law except for attorney privilege correspondence. If any correspondence regarding City business is conducted by

Commissioner's they need to copy City Staff, Taj, Bob, and Judy. Mary will research how long the Commissioner need to retain e-mails.

- Commissioner's Binder – Taj Suleyman

Discussions occurring within City Staff regarding how the Commission will move forward. Currently the Commission is an advisory board.

Binders include a requested membership list, By-laws, City Charter, City Code, City Ethics, Missouri Sunshine Law, Procedure for Meetings, Roberts Rule, Strategic Plan, and Brochure. Complaints will be handled with the current procedures until otherwise notified. Training on complaints to occur at the November meeting by going through a past complaint.

6. UNFINISHED BUSINESS

- MCHRCR Member on Duty Call List

Mike Jungers to send out the Duty Call List to Commissioner's and City Staff

October 2021 – Mike Jungers

November 2021 – Pamela Hernandez

December 2021 – Kelly Fender

January 2022 – Rachel Naab

February 2022 – Bob Roberts

March 2022 – Mike Jungers

April 2022 – Chase Snider

May 2022 – Pamela Hernandez

June 2022 – Kelly Fender

July 2022 – Rachel Naab

August 2022 – Edna Smith

September 2022 – Bob Roberts

October 2022 – Mike Jungers

November 2022 – Pamela Hernandez

December 2022 – Kelly Fender

- Unofficial Directory

Pamela will send out the directory to the Commission and City Staff

7. NEW BUSINESS

- Rationale for Proposed By-Law Change for Parliamentarian Appointment

Commissioners to discuss at the November meeting.

- Sponsorship of SGF Multicultural Festival

Mike Jungers tabled discussion. Pamela Hernandez seconded the motion. Motion was approved (6-0, Bob Roberts absent)

- Business Cards, Shirts and Name Tags

Chase Snider made a motion to get name tags, and business cards, and to get quotes on shirts and logo options under new business. Edna Smith seconded the motion. Motion was approved (6-0, Bob Roberts absent)

Bob Atchley will obtain the approval to expend funds from the Acting Director of Planning. Judy White will present options at the November meeting if approved.

ADJOURN

Edna Smith made a motion to adjourn at 7:06 pm. Pamela Hernandez seconded the motion. Motion was approved (6-0, Bob Roberts absent)

Next Meeting:

November 17, 2021 at 5:30 P.M.

Location Busch Building, 2nd Floor West Conference Room

For your safety and ours, face masks are recommended if you are not fully vaccinated. (*You are considered fully vaccinated if it has been at least two weeks since you received the final dose of your vaccine. Second dose for two-dose vaccines, first and final dose for one-dose vaccines*) Masks must cover nose and mouth. Until more of us are vaccinated, wearing a face covering will help slow the spread of COVID-19.

NOTE: *In accordance with ADA guidelines, if you need special accommodations when attending any City meeting, please notify the City Clerk's office at 864-1443 at least 3 days prior to the scheduled meeting.*