

**Civil Rights Board
Agenda
October 6, 2021**

1. Call to Order
2. Roll Call
3. Adoption of Agenda
4. Approval of Minutes
5. Public Announcements and Communications
6. New Business
 - a. Vacant board positions process/timeline
 - b. Board Chair discussion/nomination
 - c. Educational committee update
 - d. Community activities and trainings discussion
 - e. Complaint Update
7. Citizen Comments
8. Miscellaneous Comments by Board Members
9. Adjournment

CITY OF KALAMAZOO
Civil Rights Board
Wednesday, September 1, 2021 – 7:00 p.m. • via Zoom

MEMBERS PRESENT: Jacob Beech, Gabriella De La Cruz, Jessica Glynn, Marissa Harrington, Janneen Brown

MEMBERS ABSENT: None

CITY STAFF PRESENT: Clyde Robinson (City Attorney); Tinessa Patterson (DEI Coordinator)

The Civil Rights Board meeting was called to order at 7:00 p.m. by Vice Chair De La Cruz.

Opening Remarks: None

Agenda: Vice Chair De La Cruz to adopt meeting agenda with removal of 1 agenda item; supported by Jacob Beach. Motion approved by 3 to 1 vote, 1 abstained. Agenda adopted.

Minutes: Vice Chair De La Cruz motioned to approve minutes from June 30, 2021 with attendance correction; supported by Director Harrington. Motion approved by unanimous vote. Minutes adopted.

Public Announcements and Communications: None

New Business – Public Comment: None

Board / Staff Comments: None

Vacant Board Position Timeline – Attorney Robinson and Vice Mayor Griffin clarified board ability to nominate new members to fill two vacant board positions as well as process of how to get nominations on the City Commission agenda for approval.

- Director Glynn motioned to form a Nominating Subcommittee; supported by Director Beach. Motion approved by 4 to 1 vote.
 - Director Glynn and Director Brown have appointed to this committee as well as Vice Mayor Griffin and Director Bonner

Board Chair Discussion and Nomination – Discussion around nominating new Chair and Vice Chair for the board.

- Director Brown motioned Director De La Cruz as Chair and Director Harrington as Vice Chair; supported by Director Glynn. Motion approved by unanimous vote.

Education Subcommittee Update – Update on community education meetings by members of the subcommittee. These meetings would be in-person beginning in the next 6-8 weeks. Members requested all board members to commit to being a part of these trainings with the community. Attorney Robinson clarified COVID-19 restrictions and what that means for in-person these in-person meeting. Subcommittee members answered other board questions as well.

Board 90-Day Goal Discussion – Establishing attainable goals to focus on for the end of year. Board would like to have this a standing agenda item.

- Undocumented Community Experience Panel
 - Vice Chair De La Cruz and Director Glynn will reach out to people in the community to create panel. Director Glynn suggested reaching out to potential panelists and getting their availability before determining a date for this panel to happen.

- Education Committee
 - Working on in-person Ch. 18 resident trainings within the community.
- Nominating Committee
 - Working on filling open board seats.

Meeting Frequency – Board decided to continue to meet monthly into 2022, as opposed to bi-monthly, with the ability to be able to cancel meetings as necessary.

Complaint Update –Chair De La Cruz informed board that complaint information will be sent to all board members after the meeting and her verbal update is just a quick update.

- 12 resolved cases – These cases have been sent to the Fair Housing Center or the Michigan Department of Civil Rights.
- 1 waiting for follow-up – City is awaiting follow up from the complainant. If not received by 9/7 complaint will be considered abandoned.
- 4 complaints have been sent to the City Attorney’s office for next steps – 1 regarding housing, 2 regarding prior convictions, 1 domestic violence.
- 3 approved for investigation by City Attorney’s office – 1 regarding source of income, 2 regarding prior convictions and 1 complaint that a letter will be drafted by the City Attorney’s office to be sent to the landlord regarding a prior conviction.

Director Glynn brought forward that she was under the impression that the entire board would be notified when a complaint came in and a summary of the complaint would be sent to them and that the Chair and Vice Chair would be a part of the investigative and deliberative process. Director Harrington stated that she requested for the board’s participation in the complaint and investigative process be documented in the investigative manual in a prior meeting.

Vice Chair Harrington and Chair De La Cruz volunteered to work on verbiage for investigative manual regarding the board’s participation in the investigative process and get it to Director Bonner and Attorney Robinson.

Citizen Comments: Audrey S. – Asking the board to continue to do the work in a transparent, honest, and brave way when it comes to all communication with the public. People are cheering for you and want you to succeed and advance intentionally toward unity and equity in the city of Kalamazoo.

Richard S. – Remind board about correcting the name of the board. Feels it is not a Civil Right board and she be renamed accurately as to not confuse the public. The board name is dishonest and misleading. Priority has been taken off board name correction. Feels current board name is discriminatory and creates division. He would like this to be top priority for the board.

Miscellaneous Board Comments: Director Beach the eviction moratorium due to COVID was overturned last Thursday so residents could be facing eviction due to non-payment of rent. There is assistance available. Housing Resources has the Coronavirus Rental Assistance that can assist with back rent payments and outstanding utility bills. Calling main office can assist you in next steps.

Closing Comments: None

Next Meeting: October 6, 2021 at 7:00 p.m.

ADJOURNMENT: 8:26 p.m.

Tinessa Patterson, Recording Secretary
Dorla Bonner, Staff Liaison

Vice Mayor Patrese Griffin, City Commission Liaison
Gabriella De La Cruz, Chair