

CIVIL RIGHTS COMMISSION MEETING

CITY OF DAVENPORT, IOWA

TUESDAY, JUNE 13, 2023; 12:00 PM

VIRTUAL VIA ZOOM [HTTPS://US02WEB.ZOOM.US/J/84869608008?](https://us02web.zoom.us/j/84869608008?pwd=MUHUMUNSUNP4WLZNDK9TBXZIMLY1UT09)
PWD=MUHUMUNSUNP4WLZNDK9TBXZIMLY1UT09

AMID CONCERNS ABOUT THE SPREAD OF COVID-19 (CORONAVIRUS) WITHIN OUR COMMUNITY, AS AN ONGOING MITIGATION MEASURE, IN COMPLIANCE WITH CDC RECOMMENDATIONS, THE COMMISSION WILL HOST ITS NEXT MONTHLY MEETING, SCHEDULED FOR JUNE 13, 2023 AT NOON THROUGH A VIRTUAL FORMAT. THIS ACTION HAS BEEN TAKEN DUE TO SAFETY CONCERNS ASSOCIATED WITH COVID-19. THE HEALTH AND SAFETY OF COMMUNITY MEMBERS, VISITORS, CUSTOMERS AND OUR STAFF AT THE DAVENPORT CIVIL RIGHTS COMMISSION IS ALWAYS A TOP PRIORITY. IT IS WITH THIS IN MIND THAT WE HAVE TAKEN THIS STEP TO MITIGATE THE POSSIBILITY OF COMMUNITY TRANSMISSION. IF YOU WOULD LIKE TO SIGN UP TO ATTEND OUR NEXT MEETING, PLEASE REGISTER IN ADVANCE FOR THIS MEETING- YOU WILL FIND THE LINK IN THE AGENDA UNDER ROLL CALL. AFTER REGISTERING, YOU WILL RECEIVE A CONFIRMATION EMAIL CONTAINING INFORMATION ABOUT JOINING THE MEETING.

I. Roll Call

A. VIRTUAL VIA ZOOM [https://us02web.zoom.us/j/84869608008?](https://us02web.zoom.us/j/84869608008?pwd=MUHuMUNSUnp4WIZndk9tbXZiMIY1UT09)
pwd=MUHuMUNSUnp4WIZndk9tbXZiMIY1UT09

II. Approval of Agenda

III. Approval of Minutes

A. May 2023 Minutes

IV. Directors Report

A. Director's Report May 2023

V. New Business

VI. Old Business

VII. Public Comment and Presentation

VIII. Adjourn

IX. Next Meeting

City of Davenport
Civil Rights Commission

Department:
Contact Info:

Date

Subject:
VIRTUAL VIA ZOOM [https://us02web.zoom.us/j/84869608008?](https://us02web.zoom.us/j/84869608008?pwd=MUhuMUNSUUnp4WIZndk9tbXZiMIY1UT09)
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REVIEWERS:

Department	Reviewer	Action	Date
Civil Rights	Musser, Stephanie	Approved	6/12/2023 - 9:16 AM

City of Davenport
Civil Rights Commission

Department:
Contact Info:

Date

Subject:
May 2023 Minutes

ATTACHMENTS:

Type	Description
▢ Cover Memo	May 2023 Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Civil Rights	Musser, Stephanie	Approved	6/12/2023 - 9:47 AM

DAVENPORT CIVIL RIGHTS COMMISSION
Minutes of Regular Meeting
Tuesday, May 9, 2023; 12:00 PM

The Davenport Civil Rights Commission (DCRC) met at 12:00 p.m. Tuesday, May 9, 2023, online using Zoom. Commission Chair Michael Guster, presided.

COMMISSIONERS PRESENT:

Ethelene Boyd
Michael Guster
Frank Holley
Angela Reyes
Charlene Upchurch-Taylor
Jeff Transou

COMMISSIONERS ABSENT

None

OTHER PERSONS PRESENT:

Director Latrice Lacey
Others from the community

AGENDA

Commissioner Guster called for the approval of the agenda to be done by unanimous consent. All Commissioners voted to approve the agenda.

APPROVAL OF MINUTES

On motion by Commissioner Boyd, seconded by Commissioner Holley, the minutes of the regular meeting on April 11, 2023, were moved. All Commissioners approved.

REPORT OF THE DIRECTOR

Director Lacey stated there was no right to sue letters issued for the month of April. One case closed in mediation in the month of April. This case involved a failure to accommodate a person with a disability who was denied access to a common area. The case settled for \$500.00 and relief in the public interest.

The Director stated she organized Commission staff training. The Director stated she attended a planning meeting for an upcoming conference, she also worked on pre-hearing and post-hearing preparation. Director Lacey stated she continues to monitor COVID-19 rates and its impact on office functions. The Director, Housing Analyst, and Civil Rights Specialist worked on the annual report finalization. Director Lacey stated the Housing Analyst conducted 2 trainings on LGBTQ Protections Under the Law, and distributed a lot of materials. The Director stated the Housing Analyst attended Training on Employment Barriers for People Upon Re-entry.

Under new business discussion was the Legal Departments refusal to accept a Commission referral. The Commission discussed the DIA not taking a case. The Commission and Director also discussed joint activities with the EEOC.

NEW BUSINESS

There was no new business.

OLD BUSINESS

A. Commission Meeting Format

Commissioner Guster asked the Commission what the consensus was on the way we would continue to meet, in person vs Zoom meetings. Commissioner Holley stated how about meeting once a quarter in person? Commissioner Reyes stated the meetings must continue to be online because of her work. Commissioner Boyd stated the online meetings work for her as she has been able to attend the meetings even on trips. Commissioner Guster had Secretary Transou take a roll call vote for continuing to meet on Zoom and possibly having an in person meeting once a quarter.

Commissioner Boyd	Yes
Commissioner Guster	Yes
Commissioner Holley	Yes
Commissioner Reyes	Yes
Commissioner Upchurch-Taylor	Yes
Commissioner Transou	Yes

All Commissioners voted Yes to continue Commission meetings online on the Zoom format.

PUBLIC COMMENT

There were no comments from the public.

Commissioner Holley asked if the Commission was having a table on Juneteenth this year on June 17th. Discussion ensued and it was found only Commissioner Transou was not busy that day and it was going to take at least 2 Commissioners to tend to the table and for setup and takedown. It was further discussed that the Commission should have a table at this celebration and we were unable to have it this year, but that next year we needed to plan further ahead to make this a priority.

ADJOURN

Commissioner Boyd made a motion to adjourn the meeting, it was seconded by Commissioner Holley. All Commissioners approved the motion to adjourn.

NEXT MEETING

The next regular meeting of the Commission is June 13, 2023, at 12 noon.

Submitted by Jeff Transou, Secretary

City of Davenport
Civil Rights Commission

Department:
Contact Info:

Date

Subject:
Director's Report May 2023

ATTACHMENTS:

Type	Description
▢ Cover Memo	Director's Report May 2023

REVIEWERS:

Department	Reviewer	Action	Date
Civil Rights	Musser, Stephanie	Approved	6/12/2023 - 9:52 AM

DIRECTOR'S REPORT FOR THE DAVENPORT CIVIL RIGHTS COMMISSION FOR May 2023

I. CASE STATUS

1. No "right to sue" letters were issued in the month of May.
2. No cases closed in mediation during the month of May.

II. OTHER ACTIVITY

1. Director organized and conducted Commission staff training.
2. Director attended White Privilege Symposium.
3. Director completed case processing documentation.
4. Director worked on pre-hearing and post-hearing preparation.
5. Director continued to monitor COVID-19 rates and its impact on office functions.
6. Director worked on case resolution documents.
7. Director worked on litigation.
8. Director, Asst. Director/Housing Programs Manager, Civil Rights Specialist and Vice Chairperson Boyd finalized annual report.
9. Asst. Director/Housing Programs Manager worked on investigations.
10. Asst. Director/Housing Programs Manager worked on housing investigations.
11. Asst. Director/Housing Programs Manager worked on housing inquiries.
12. Asst. Director/Housing Programs Manager worked on case resolutions.
13. Asst. Director/Housing Programs Manager planned and conducted outreach and engagement activities Protections Under the Law
14. Asst. Director/Housing Programs Manager attended Training on Fair Housing Act Design Manual Requirements
15. Asst. Director/Housing Programs Manager attended Training on Criminal Records Discrimination
16. Asst. Director/Housing Programs Manager attended Training on Employment Barriers for People Upon Reentry
17. Asst. Director/Housing Programs Manager attended Training from NFHTA
18. Asst. Director/Housing Programs Manager attended Rooting Out Poverty Conference
19. Civil Rights Specialist attended investigations training.
20. Civil Rights Specialist worked on intakes.
21. Civil Rights Specialist worked on case investigations.
22. Civil Rights Specialist worked on case resolutions.

III. OLD BUSINESS

1. Ongoing harassment and bullying of Commission staff.

IV. NEW BUSINESS

1. Legal Department refusal to accept Commission referral.