

CIVIL RIGHTS COMMISSION MEETING

CITY OF DAVENPORT, IOWA

Tuesday, April 8, 2025; 12:00 PM

Virtual Via Zoom:

<https://us02web.zoom.us/j/84869608008?pwd=MUhuMUNSUnp4WIZndk9tbXZiMIY1UT09>

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 APRIL 8, 2025, 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

Virtual Via Zoom:

<https://us02web.zoom.us/j/84869608008?pwd=MUhuMUNSUnp4WIZndk9tbXZiMIY1UT09>

II. Approval of Agenda

III. Approval of Minutes

A. February 2025 Minutes

B. March 2025 Minutes

IV. Director's Report

A. March 2025 Director's Report

B. March 2025 Case Status Report

V. New Business

VI. Old Business

VII. Public Comment and Presentation

VIII. Adjourn

IX. Next Meeting

City of Davenport
Civil Rights Commission

Department: Civil Rights
Contact Info: |
Subject:
February 2025 Minutes

Action / Date
4/8/2025

Attachments:

1. February 2025 Minutes SM edits LL

**Davenport Civil Rights Commission
Minutes of Regular Meeting
Tuesday, February 11, 2025**

The Davenport Civil Rights Commission (DCRC) met and call to order at 12:04 P.M. via Zoom. Commission Chair Michael Guster presided over the meeting.

COMMISSIONERS PRESENT:

Ethelen Boyd
Mike Guster
Frank Holley
Glenn Peterson
Jeff Transou
Charlene Upchurch-Taylor

COMMISSIONERS ABSENT:

None

OTHER ATTENDEES:

Director Lacey
Others from the community

AGENDA:

Commissioner Guster called for the approval of agenda: It was moved by Ethelene Boyd to accept the agenda; seconded by Jeff Transou; motion carried to approve the agenda.

APPROVAL OF MINUTES:

January Minutes: It was moved by Commissioner Ethelene Boyd to table the January minutes pending edit until the March meeting; seconded by Commissioner Glenn Peterson; motion carried to approve moving the approval of the January minutes to the regular DCRC meeting in March.

DIRECTOR'S REPORT:

Director Lacey stated there were no right to sue letters issued in the month of January and no cases settled in mediation in January.

- Director Lacey reported that she submitted the Commission's request for the salary assessment data for the investigation related positions to human resources (HR) and a separate request for the data from the Commission with a requested response date of January 31st, 2025, and that information has not been received, and we do not have a perspective date of receipt from HR. The request was initially submitted in December.
- Director Lacey states they (HR) didn't respond to the requests.

- Director Lacey states there have been repeated encounters, delays, and challenges in working with HR, and this seems to be persisting despite multiple attempts to address them.
- Director Lacey stated that they're facing a backlog in staffing, activities, and it's affecting their ability to maintain operational efficiency.
- Director Lacey states that the investigator position, which is supposed to be posted and receiving applications, is not posted. There was only one position posted despite there being an approval to post two investigator positions.
- Chairperson Guster would like Director Lacey to take the lead on attempting to get information from City Administrator Doug Maxeiner - if we do not receive the information, then the Commission will move for a meeting with City Administrator Maxeiner, Mayor Matson and Director Lacey to address the issue with the continued delays in moving the issue forward.

Director Lacey finished the Annual Report for 2023 and gave special thanks to Commissioner Boyd for sharing her story, reading through it and editing it for typos. The report should be printed and handed out, possibly distributed at the DCRC event this week that will be held at the library.

Director Lacey met with Finance and Public Works staff regarding the office remodel that was proposed in October of 2023.

There was discussion of upcoming trainings and possibly inviting League of Iowa Civil and Human Rights Agencies staff members to attend DCRC investigation staff training when scheduled. Commission supports the proposal.

Director Lacey mentioned the upcoming DCRC Event for Black History Month at the Fairmount Library that will be at 6:30 P.M. on February 13, 2025.

The Case Status Report was given by Director Lacey, she states that there are 167 employment cases, 2 new employment cases, with 1 closed as an NPC and one open but is a PC. There are 64 housing cases open, and 6 are new. There are 19 total Education cases, 0 new. There are 25 Public Accommodation cases open, with 2 being new.

NEW BUSINESS

E-0003-0002-24

Director Lacey stated this involved disability accommodations that were delayed, the case was not successful in the final conciliation. Director Lacey recommended to not take this case to public hearing due to our limited resources and staffing constraints. We have multiple hearings pending and in litigation. **Motion:** Recommend not taking to public hearing, due to the Commissions limited resources. The motion was moved by Commissioner Ethelene Boyd motion; seconded by Commissioner Charlene Upchurch-Taylor. All Commissioners approved the motion to not take the case to public hearing.

ADJOURN

It was moved by Commissioner Ethelene Boyd to adjourn the meeting and seconded by Commissioner Frank Holley; all Commissioners approved the motion to adjourn the meeting. The meeting was adjourned at 1:08 P.M.

NEXT MEETING

The next regular meeting of the Commission is March 11, 2025 at 12 noon. This meeting will be held online via Zoom.

Submitted By,

Commissioner Upchurch-Taylor
Secretary

City of Davenport
Civil Rights Commission

Department: Civil Rights
Contact Info: |
Subject:
March 2025 Minutes

Action / Date
4/8/2025

Attachments:

1. March 2025 Minutes SM edits LL

**Davenport Civil Rights Commission
Minutes of Regular Meeting
Tuesday, March 11, 2025; 12:00 PM**

COMMISSIONERS PRESENT:

Mike Guster
Frank Holley
Charlene Upchurch-Taylor
Ethelene Boyd
Jeff Transou
Glenn Peterson

COMMISSIONER'S ABSENT:

None.

OTHER ATTENDEES:

Director Latrice Lacey
Others from the community

APPROVAL OF AGENDA:

Commissioner Ethelene Boyd called for the approval of the agenda; seconded by Commissioner Glenn Peterson; motion approved by all Commissioners.

APPROVAL OF MINUTES:

January 2025 Minutes Amended

Moved By Commissioner Ethelene Boyd to accept the amended January minutes with the corrections; seconded by Commissioner Glenn Peterson; motion approved by all Commissioners.

February 2025 Minutes

Moved by Commissioner Ethelene Boyd to table the February minutes; seconded by Commissioner Jeff Transou; motion approved by all Commissioners.

DIRECTOR'S REPORT:

Director Lacey stated there were no right to sue letters issued and no cases settled in mediation in the month of February.

Director Lacey attended a civil service meeting and a civil service hearing last month involving the discipline of a public works employee.

Director Lacey followed up with Finance and the City Administrator regarding salary assessment. Director Lacey was told the process within the system is that we (DCRC) submit a personnel action. It then goes to Finance and then after Finance approves it with sufficient funding; then it goes to Human Resources. The DCRC was approved for two civil rights investigator positions; but only one position was posted. Second position was removed, and no one knows why the posting was removed and despite repeated requests for information on how this occurred, no answers were provided. Director Lacey was also informed that the union must approve a job at a higher rate because a new agreement with AFSCME was recently executed; Director Lacey explained that she'd requested the review prior to the beginning of negotiations and the execution of a new contract. Director Lacey met with other Directors throughout the state and has compiled the other agencies job descriptions and salaries for investigator and specialist positions. Director Lacey submitted the compiled research data to Human Resources to reassess the salaries in December however she has received no response at the present time.

Director Lacey was informed that the Finance department was no longer going to do the finance related certification for the HUD contract.

Director Lacey requested a meeting with the City Administrator, and it hasn't been scheduled as of today.

No updates on the office remodeling that has been in the planning stages since November 2023.

Director Lacey has not received any findings on the complaints submitted in December of 2023 or the April 2024 complaint on racial harassment from Human Resources.

There have been no updates on Director Lacey's vacation pay.

Commissioner Mike Guster requested Director Lacy contact the City Administrator and invite him to talk with the Commission. If he doesn't, then the Commission needs to set up a meeting and talk to him in his space and to also include the Mayor as well.

February 2025 Case Status Report

Director Lacey presented the case status report and there were 170 employment cases, two being new and one closing as an NPC. There are 19 Education cases, 0 new. There are 65 Housing cases, with 1 being new and 1 being closed through a successful mediation. There are 25 Public Accommodations, with 1 being new.

NEW BUSINESS:

FY2025 Budget Amendment

This is due tomorrow.

Salary Assessment Metric Follow up

The Commission is unsure of how salaries are graded. Director Lacey has requested multiple times to see the metric that is used to determine salaries, she has yet to receive a response. It was moved by Commissioner Ethelene Boyd that this issue be addressed in the joint meeting to be called with the City Administrator and the mayor with respect to the salary assessment matrix and other issues affecting the Civil Rights Commission; Commissioner Jeff Transou seconded; motion carried by all Commissioners.

PUBLIC COMMENT AND PRESENTATION:

None.

ADJOURN:

Commissioner Upchurch-Taylor moved to adjourn the meeting; seconded by Commissioner Ethelene Boyd. All Commissioners approved the motion to adjourn the meeting. The meeting was adjourned at 1:23 P.M.

NEXT MEETING:

The next regular meeting for the Commission is April 8, 2025, at 12 noon online via Zoom.

Respectfully submitted,

Commissioner Upchurch-Taylor, Secretary

City of Davenport
Civil Rights Commission

Department: Civil Rights
Contact Info: |
Subject:
March 2025 Director's Report

Action / Date
4/8/2025

Attachments:

1. March 2025 DR

DIRECTOR'S REPORT FOR THE DAVENPORT CIVIL RIGHTS COMMISSION FOR March 2025

I. CASE STATUS

1. No "right to sue" letters were issued in the month of March.
2. No cases settled in mediation in the month of March.

II. OTHER ACTIVITY

1. The Director worked on the DCRC annual report.
2. The Director completed case processing documentation.
3. The Director worked on pre-hearing preparation.
4. The Director continued to wait responses to the Director and the Commission's separate request for the salary assessment data for the investigation related positions within the agency. The Director's requests were submitted on October 11, 2024, October 21, 2024 and December 12, 2024. The Commission's request was submitted with a requested response date of January 31, 2025. The information has not been received to date, we do not have a prospective date of receipt from Human Resources and have not received any information from Human Resources, aside from the acknowledgment of receipt of the requests. Without information on salaries, the Director cannot make decisions on the budget, further if someone is offered the Civil Rights Specialist position, there is no available salary data to provide to candidates. Six months is an inordinate amount of time to await responsive information on such a pertinent matter.
5. The Director attended Civil Rights Bootcamp training.
6. The Director attended a housing public hearing.
7. The Director attended an education public hearing.
8. The Director attended a hearing on a motion in a public hearing.
9. The Director and Administrative Assistant met with staff on the office remodel. The updated plans will focus primarily on updates to the HVAC, ceiling and walls to address the issues with privacy and security, including the pass through window for the lobby, however lobby furniture is not included. There will be no updates to the offices, however we will likely have to be out of the office for 2-4 weeks while the updates are made.
10. The Director has continued to attempt to meet with the City Administrator regarding the information from Finance regarding the HUD funding, where we were notified that Finance would no longer do the Finance-related certification for our HUD contract, despite controlling the funding and the lack of response from Human Resources, the delays in processing personnel actions by Finance and Human Resources, the unilateral removal of the Civil Rights Investigator job posting from Human Resources and the absence of resolution to the internal complaint regarding the interception of the Commission's confidential mail, submitted on December 20, 2023.
11. The Director continued to monitor COVID-19¹ rates and its impact on office functions.
12. The Director worked on case resolution documents.
13. The Director worked on litigation.
14. The Director worked on pre-hearing motions and responses.
15. The Director worked on pre-hearing preparation.
16. The Director reviewed applications for the Civil Rights Specialist position.

¹ Also, influenza and RSV.

17. The Director continues to work on the development of training and professional development opportunities related to the staffing realignment related to the forced departure of the Asst. Director/Housing Programs Manager.
18. The Director and Investigations Manager attended an ADA Legal Updates training.
19. The Director and Housing Analyst submitted the HUD Performance Assessment Request(PAR) documentation for the agency's recertification.
20. Housing Analyst worked on housing investigations.
21. Housing Analyst worked on housing inquiries.
22. Housing Analyst worked on case resolutions.
23. Investigations Manager worked on case file reviews and updates.
24. Investigations Manager worked on case resolutions.
25. Investigations Manager worked on complaint intakes.

III. OLD BUSINESS

1. Ongoing discrimination, harassment and bullying of Commission staff.
 1. Retaliatory actions against Commission staff and further examples of different treatment.
2. Legal Department refusal to accept Commission referral.
3. Use of racial slurs in City Hall. City's failure to initiate complaint investigation.
4. Investigation of hostile working environment, still no findings over a year after the initiation of the investigation.
5. Continued refusal to process vacation correction, despite receiving their legal opinion which clearly indicates that the Commission's procedure for processing the correction was appropriate.
6. Constructive discharge of Commission employees.
7. Staffing Concerns - Investigation position postings and salary.

IV. NEW BUSINESS

1. April 15, 2025 Joint DCRC City Council meeting at 5:00 p.m.

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Attachments:
None