



HUMAN RIGHTS COMMISSION MEETING MINUTES

December 9, 2025

DATE: Tuesday, December 9, 2025

TIME: 4:30 PM

LOCATION: Multicultural Family Center, 1157 Central Avenue, Dubuque, IA 52001

The meeting was called to order at 4:31 pm.

Commissioners Present: Jake Kurczek, Michaela Freiburger, Traci Phillipson, David Heiar, Rick Baumhover, Matthew Zanger, Nikki Nutter

Commissioners Excused: Luzelena Bravo

Commissioners Absent: DeLano Cain Watson

Staff Present: Ann Marie Jannette, Human Rights Specialist; Jason Lehman, Interim Chief of Human Rights

Approval of Meeting Minutes

Motion to approve the minutes as submitted from the November 18, 2025, meeting.
Motioned by Heiar, seconded by Freiburger, all in favor.

Public Input

No members of the public were in attendance.

Reports

Caseload Report

- Complaints filed – number of complaints that were signed during the month
 - November amount: 0
- Active investigations – investigations that are currently active but in various stages (active, administrative review, initiated, on hold, etc.)
 - November amount: 15
- Incidents in mediation – complaints currently in mediation
 - November amount: 0
- Incidents in full hearing – complaints in full hearing process
 - November amount: 0
- Inquiries – calls/inquiries that don't result in an official complaint being filed (including outreach events)
 - November amount: 7
- Complaints closed during the month – signed complaints that were closed during the month (doesn't include inquiries or complaints that were never filed)

- November amount: 0
- Total inquiries and complaints FY26 – signed complaints filed in FY26
 - November amount: 50

Director's Report

Jannette reported that the proclamation proclaiming December 10, 2025, as Human Rights Day went well. Kurczek and Baumhover were there to receive the proclamation from the mayor.

Chairperson's Report

Nothing to report.

Old Business:

The subcommittee updating the binder/handbook is mostly finished. They are waiting on the final copies from Jannette before sharing with the commission.

New Business:

Invitation to local politicians: Jennifer Smith responded that she wasn't able to attend. None of the other politicians responded to Kurczek's request for attendance.

Follow up on Community Support and Empowerment Grant: suggestion was made to change the evaluation page with duplicate lines and to change the due date for applications.

HF704 Sunshine Law: Current commissioners are not required to take the training unless they join a subcommittee at which time they will be required to take the training. Newly assigned commissioners will be required to take the training.

Update on hiring for new OHR Director: Lehman reported that they got several good candidates from around the country. They have narrowed it down to five or six candidates and hope to have virtual interviews with them in early to mid-January followed by in person interviews after that.

Impacts on Human Rights: Lehman reported that the City is doing a risk analysis regarding federal and state laws pertaining to human rights. The City will continue enforcing gender identity in keep it in the ordinance.

Upcoming Outreach Events

None

Upcoming Cultural Events

None.

Reflections and Updates

Freiburger commented that the commissioners talk more with community partners and to educate them on what we do. Heiar asked to have other City departments attend a commission meeting to discuss what they are doing and how the commission can help them in their mission to uphold human rights in their department. It was discussed to begin this in

March and start with the department of Community Impact & Neighborhood Support, the Office of Economic Mobility, and the Housing departments.

Baumhover invited commission members to attend the Point Neighborhood Support meeting. It was decided that this should wait until the marketing materials have been updated.

Kurzcek and Zanger both announced that they will not be renewing their membership in the commission after their term ends in January.

Adjournment:

Motion to adjourn by Freiburger, seconded by Zanger. All in favor. The meeting ended at 5:28 p.m.

The next regularly scheduled meeting is scheduled for Tuesday, January 13, 2026, at 4:30 p.m., at the Multicultural Family Center.



Minutes approved as submitted: _____

Minutes approved as corrected: _____