Commissioner Allen called the meeting of the Dubuque Human Rights Commission to order at 4:28 p.m. on Monday, January 13, 2014, at the City Hall Annex, 1300 Main Street, Conference Room II, Dubuque, Iowa.

**Roll Call:**
Present:  Anthony Allen, Chair
          Andrea Beacham
          Andrea Helgager
          Miquel Jackson
          Howard Lee
          Jeff Lenhart
          Chris Ostwinkle
          RRS Stewart
Absent:  Tom LoGuidice

Staff:  Carol Spinoso
        Kelly Larson
        Manisha Paudel

**Oath of Office**
The Chair administered the Oath of Office to Commissioners Ostwinkle and Jackson.

**Approval of Minutes:**
Commissioner Stewart moved to approve the meeting minutes of December 9 and December 11, 2013. Commissioner Lenhart seconded. All in favor. Commissioner Ostwinkle abstained.

**Reports:**
**Caseload Report**
The November and December 2013 caseload reports were received and filed.

**Chairperson’s Report**
Commissioner Allen reported that Alex David, the speaker for the MLK Breakfast event, has donated his stipend to the Black Men Coalition to purchase tickets for students to attend the MLK breakfast event. A portion of the stipend will go towards the Black Manhood Mentoring Program that the Black Men Coalition is sponsoring.

Members of the Dubuque Community Police Relations (DCPR), formerly the Dubuque Community Advisory Panel (DCAP), met with the City Manager and Chief Dalsing regarding changes to the program. They were supportive of both the name change and changes to the process. They will begin a marketing campaign in March.

**Director’s Report:**
A written report was submitted. Commissioners appreciated the way it was broken down into the different categories and requested that she continue submitting monthly written reports.

**New Business:**
**Inclusive Dubuque – Jessica Rose**
Jessica was not present. Staff will contact her to arrange for next month’s meeting.

**Monthly Commissioner Rotation to Lead Meetings**
It was suggested that commissioners take turns leading meetings. The proposed schedule is:
February 10 – Beacham
June 9 - Lee
March 10 – Allen  July 14 - Lenhart  
April 14 – Jackson  August 11 - Helgager  
May 12 – Stewart  September 8 - Ostwinkle

Commissioner Jackson moved to approve the schedule. Commissioner Lee seconded. All in favor. It was also suggested to add “Consent Items” to the agenda for topics that do not need discussion.

Commissioner Beacham announced that the next PFLAG meeting is 7:00 p.m. January 21 at St. Luke’s, and that she will be singing at St. Luke’s Fabulous Friday Lunchtime Concert Series on February 7.

Old Business:
Review and Discuss Goals
Goal #1: Improve DHRC Relationships - Allen, Beacham, Helgager, Jackson, Lenhart
Commissioner Beacham stated that her Food for the Soul group will be preparing a community meal at St. Luke’s UMC on Saturday, February 1 if Commissioners are interested in helping prepare the meal mid-afternoon and serving at 5:00. There was discussion about sponsoring a Circles dinner later in the year. The subcommittee will meet at Jitterz on January 29 at 5:30 p.m.

Goal #2: Implement Effective Meetings – Beacham, Helgager, Lee, LoGuidice
The subcommittee will meet at Jitterz on January 28 at 5:30 p.m.

Goal #3: Research criminal justice procedures as they relate to racial disparities – DHRC
It was decided to put this goal on the regular meeting agendas beginning in February and initiate discussions on language use, community issues, race/nationality, criminal justice on the issues that are out there and how they are commonly being addressed. Need direction, education and information from staff on what is happening in the City. Kelly will check with Chief Dalsing to see when the traffic stop data will be available. Need conversations around appropriate language usage with different races, nationalities, the gay population, etc. Invite Andre to give some background on his work around workforce development.

Goal #4: Education and communication regarding Housing – Allen, Lee, Lenhart, Stewart
The subcommittee will meet at 3:30 p.m. on February 10 at the City Hall Annex.

Goal #5: Participate in Inclusive Dubuque process: Allen, Helgager, Jackson, Lenhart, LoGuidice, Stewart
Staff will contact Jessica Rose to arrange for her to present at the February meeting.

Adjournment:
Motion to adjourn by Commissioner Stewart, second by Commissioner Lenhart. All in favor. The meeting of the Human Rights Commission adjourned at 5:45 p.m.

Commissioner Beacham will lead the next regular meeting scheduled for Monday, February 10, 2014.

Minutes approved as submitted: ____________________________

Minutes approved as corrected: ____________________________