

CITY OF MILWAUKEE EQUAL RIGHTS COMMISSION

Workgroup Meeting Notes

Committee: Compliance and Enforcement - Complaints Policy & Procedure
Workgroup Meeting No. 3
Meeting Date: Friday, September 3, 2021. 9:00am – 10:00am. Virtual meeting.
 Jennifer Bennet (Commissioner), Ellen Christopoulos (ACA), Becca Donaldson (Legal Action), Shelley Gregory (Commissioner), Edwin Huertas, Jr. (Equal Rights Specialist), Odalo Ohiku (DCA)

Agenda Item	Discussion Items	Action Items
1. Report back – Procedure for appeal of final determination (City Attorney’s Office)	➤ n/a	➤ Shelley will consult with office
2. Report back – Complainant privacy / open records (City Attorney’s Office)	➤ n/a	➤ Shelley will consult with office
3. Revisit: Standard of review of Findings of Fact and Conclusions of law (review of RMD 08.10.2021 feedback memo)	➤ Likely preponderance standard	➤ Shelley review ERD and other standards
4. Revisit: Commissioner eligibility and responsibilities (review of RMD 08.10.2021 feedback memo)	<ul style="list-style-type: none"> ➤ ERC intends/desires to involve any/all commissioners in complaint resolution (ie, not limited to members of C&E committee) ➤ Special review committee to be drawn from C&E committee only or full ERC? 	➤ All commissioners will be eligible to serve on the special review committee
5. Revisit: Repository of past decisions (review of RMD 08.10.2021 feedback memo)	<ul style="list-style-type: none"> ➤ Issue is related to records / privacy consideration ➤ Open records – requires 6-year retention period ➤ FPC website includes meeting notices, agendas, decisions ➤ Review practices of other City commissions and peer cities’ 	➤ Shelley review practices and propose language

	commissions (e.g. Madison, Janesville)	
6. Remaining issues from RMD and SG feedback memos?	➤ n/a	
7. Additional issues?	➤ n/a	
8. Next steps / Timeline	<ul style="list-style-type: none"> ➤ Proposed: ➤ SG incorporate all changes to P&P ➤ Cancel final meeting scheduled 9/10/2021 ➤ Timeline for: (1) Circulation to workgroup of SG edits; (2) workgroup (esp. ACA) review of edits; (3) return of proposed P&P to C&E Committee (or full ERC) 	<ul style="list-style-type: none"> ➤ Shelley incorporate discussed revisions and circulate for review prior to full ERC Commission meeting on November 17, 2021