

CITY OF MILWAUKEE EQUAL RIGHTS COMMISSION

Committee Meeting Minutes

| Committee: | Governance | |
|-------------------------------------|---|---|
| Meeting Date: | Wednesday, August 25, 2021 | |
| Attendees: | Martha Collins, Tony Snell, Mayhoua Moua, Nathan Guequierre, Jacqueline Cook, Bill Crowley, Edwin Huertas, and Becky Rabatin | |
| Agenda Item | Discussion Summary | Action Items |
| 1. Welcome & Call to Order | None | |
| 2. Handbook | <p>On-boarding toolkit to be finalized. On-boarding would include introduction of :</p> <ul style="list-style-type: none"> *OEI, DOA and staff and their roles with the ERC and OEI. *Committee chairs and their charges *Commission and expectations of the commission <p>Request to have the on-boarding handbook/toolkit finalized by September 1st. OEI needs to complete review and provide any changes.</p> | ➤ Nikki and City Attorney's Office to complete review of the on-boarding handbook. |
| 3. On-boarding of New Commissioners | <p>Approach Considerations for on-boarding: incorporated in fall retreat; hold separate meeting for new commissioners and refresher for seasoned commissioners; or webinar for on-boarding and handbook prior to the retreat. Need to determine amount of time to be dedicated for on-boarding if incorporated in fall retreat.</p> <p>Peer mentors for new commissioners has been recommended.</p> | |
| 4. Fall Retreat | Work group of Commissioners Boling, Collins, Cook, Guequierre and Moua to define focus for retreat facilitator. | ➤ Martha to set up meetings to work on retreat. |
| 5. ERS On-boarding and Introduction | Introduction of commissioners in attendance and committee assignments. | |

| | | |
|--|---|--|
| | <p>Introduction of ERS Edwin Huertas and his outreach to schedule one on one meetings with each commissioner as goals and expectations.</p> | |
| <p>6. Future Meetings: Virtual, In-Person or Hybrid – City Channel</p> | <p>Currently DCD advises wearing of masks indoors and practices.</p> <p>It was suggested committee meetings continue virtually. It is unsure at this time what is the best approach for full commission meetings.</p> <p>Broadcasting of full commission would need to require an amendment to the resolution on broadcasting of committee meetings and approved by the common council.</p> <p>International Human Rights Day was initially planned to be a hybrid but due to the COVID delta variant it was decided to hold the event virtually.</p> | |
| <p>7. Commission and Committee Priorities Through the end of 2021</p> | <p>Full Committee looking to report to Jud/Leg Committee in September on AAPI and Crown Act. Presentation will be needed.</p> <p>Communications – budget request items for communication tools and social media plan.</p> <p>Compliance & Enforcement – work group meeting on a weekly basis to review and revise PNP. Additional work group reviewing compliant forms online but also to be include in Click 4 Action.</p> <p>Outreach & Education – Continue to work on IHRD planning and Lunch N Learns.</p> | |
| <p>8. Commission and Committee Budget Items and Disbursements</p> | | <p>➤ Nikki to check with Mayor's Office on possible fourth candidate.</p> |

| | | |
|-------------------------------------|--|---|
| 9. New Full Commission Agenda Items | | ➤ Committee Chairs to prepare reporting to be presented at full commission meeting on September 15 th . |
| 10. Adjournment | | |

DRAFT