

**CITY OF NORWALK
HUMAN RELATIONS COMMISSION
AUGUST 19, 2010**

ATTENDANCE: Carol Frank, Chairperson; Rahoul Dupervil, vice Chair; Andrew Mattiello, Secretary; Tim Buzzee; Elizabeth Merced-Surapine; Brian Smith; Karen Tobin; Daisy Franklin (8:00 p.m.);

STAFF: Adam Bovilsky, Director, Human Relations and Fair Rent

CALL TO ORDER

The meeting was called to order at 7:40 p.m. by Ms. Frank.

APPROVAL OF MINUTES: JUNE 17, 2010 REGULAR MEETING

- ** MR. MATTIELLO MOTIONED TO APPROVE THE JUNE 17, 2010 MINUTES AS SUBMITTED WITH CORRECTIONS AS NOTED AND EDITED ELECTRONICALLY.**
- ** MS. TOBIN SECONDED.**
- ** MOTION PASSED WITH FOUR VOTES IN FAVOR, NONE OPPOSED AND TWO ABSTENTIONS (DUPERVIL, BUZZEE).**

APPROVAL OF MINUTES: JULY 15, 2010 REGULAR MEETING

Mr. Dupervil asked that his name be corrected from Raul to Rahoul in the attendance and on page three to add after group of children "from Norwalk High School" to the first sentence. Mr. Mattiello requested that for consistency to use Rev. Gamble rather than both Rev. and Mr. Gamble throughout the minutes.

- ** MR. DUPERVIL MOTIONED TO APPROVE THE JULY 15, 2010 MINUTES AS SUBMITTED WITH CORRECTIONS AS NOTED AND THOSE EDITED ELECTRONICALLY.**
- ** MR. MATTIELLO SECONDED.**
- ** MOTION PASSED WITH FOUR VOTES IN FAVOR, NONE OPPOSED AND TWO ABSTENTIONS (BUZZEE, TOBIN).**

CHAIRPERSON'S REPORT

Ms. Frank welcomed everyone, thanked all for coming out during this beautiful summer weather evening, and stated that she hoped everyone was having a good summer. She introduced Mr. Buzzee, the new member and asked him to give an overview of his background. Mr. Buzzee stated he was a ten year resident of Norwalk and had served on other city Committees including the Board of Estimate and Taxation and the Water Pollution Control Board.

Ms. Frank read her report and highlighted that September 22 is the Fair Housing program and hopes the members are available to attend. She added that members of the Fair Housing Advisory Committee have met with the Finance Department and received a copy of the approved final budget, for the first time, which will be helpful in managing the operating expense areas. She stated that she had noted a few discrepancies and is working on getting these resolved.

Ms. Frank stated that there is a Nominating Committee formed which includes Mr. Dupervil, Rev. Gamble, and Ms. Frank, and added that at this time it is not known which members will be renewing terms or which will expire.

DIRECTOR'S REPORT

Mr. Bovilsky provided his written report on statistics and highlighted that intakes are up compared to previous years, and noted that there were 72 office intakes and 68 follow-up contacts out of 217. He added that there was one new formal complaint which involves an ADA claim by a City union member.

Mr. Bovilsky's report covered Departmental priorities, e-mail efforts to reduce excessive paper in the agenda packets, welcoming new members, upcoming term expirations, and a thank you to the summer intern, Brett Aiello. He discussed the new City website and encouraged the members to provide the Department with their feedback on the content, ease of use and ADA accessibility.

In addition, the office is working on the following projects on behalf of the Commission: preparing the statistical analysis required to set goals under the Affirmative Action Program, planning an ADA etiquette training for City Hall Staff and planning the completion of the City's Americans with Disabilities Act Transition Plan. He added that the Commission may want to consider some training of the commissioners to assist Larry with field work.

He concluded with a comment that he was happy to answer any questions from the Commission regarding the report on the budget, priorities and goals. There were no questions.

Mr. Bovilsky also included in the handout packet copies of a draft of the Utilization Analysis for members to preview and comment under New Business at next month's meeting.

EXECUTIVE SESSION

There was no Executive Session, and a discussion ensue over the FOI requirements that no longer require cases to be heard under closed session and will now be covered under public session.

MOTIONS ON CASES

Ms. Frank stated that there were no motions on cases and asked Mr. Bovilsky to provide an overview of the pending cases. Mr. Bovilsky stated that appeal of case #228-08E has been on the agenda for a long time and they are still waiting for CHRO update. He added that the claim involved Mr. Fernandez who works for Yankee Gas and the \$1,500 in back pay ordered by the Commission was not paid due to the appeal, and he will provide a report on the details as they come available.

Relative to Case 233-10E, it involves Scott Vetere of the AFSME which is a national union, a claim of discrimination due to the release of personal information. He added that the union has not agreed to participate in the investigation process, but can be required to attend a formal hearing through a subpoena by court order. He summarized that he will provide a report on the details as they come available.

BILLS AND COMMUNICATION

Ms. Frank stated that she is working on the letters requested last month.

UNFINISHED BUSINESS

Review of International Human Rights Day Program.

Ms. Franklin stated that the International Human Rights Day Program was in development and she would provide an update next month.

NEW BUSINESS

(a) Suggested Change to Bylaws for Vote at Annual Meeting.

Mr. Bovilsky presented a draft of the revised bylaws and stated that he suggested a more thorough review be done to make more corrections in line with ADA terms and to remove areas that are covered in the City ordinances. He also suggested that the hearing procedures be added and a background statement referring to the City code and the state statutes that apply. Ms. Frank stated that she would like a full review of the bylaws and suggested that Mr. Bovilsky meet with Corporation Counsel for their input then present a draft at the next meeting.

Ms. Franklin stated that she appreciated an opportunity to do some ADA training with Larry and it was a great learning experience. She added that she welcomes this type of training as it benefits all people to learn to treat others in a respectful way, and to use the appropriate behavior.

Mr. Bovilsky replied Larry was doing measurements of city buildings on what is required relative to elevations of sidewalks, inclines of ramps, door sizes, etc. and added that he will invite all the Commissioners to attend the City Hall training on ADA etiquette once it is scheduled.

Ms. Franklin stated that there were two programs she would like to add to next month's agenda, as follows:

November 6 the PHRN, Public Housing Resident Network program.
November 12 is the NAACP program /Reverend Bruce Morris will be honored.

Mr. Bovilsky stated that he would send out information about these programs with next month's agenda and Ms. Franklin added that she would provide more details of the programs.

Mr. Bovilsky distributed a roster of members reflecting those new members and the recent resignations.

Ms. Frank stated that the Lockwood Matthews Flea Market would be August 29.

Mr. Mattiello thanked Mr. Bovilsky for his e-mails regarding the recent passing of Wendell Simms, former Fair Rent Committee member, and added that Mr. Simms was a wonderful person. Mr. Bovilsky stated that the services would be Monday, August 23 at the Word Alive Bible Church at 10:00a.m.

ADJOURNMENT

**** MS. TOBIN MOVED TO ADJOURN.**
**** MS. FRANKLIN SECONDED.**
**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Marilyn Knox
Telesco Secretarial Services