**Members:** Raina Dawson, Erin Baker, Lauraine Carpenter, Tom Douglas, Ramona Olvera

Micheal Alexander (late), Christina Rodriguez, David Ross

**Mayor’s Office Staff:** Gretchen DeBacker, Sara Dastagir, Alan Bannister,

**Ex-Officio Member:** Dr. Cecelia Adams

**Guests: Jenny Gogol, Engage Toledo**

**DATE: October 21, 2019 TIME: 5:00-7:30 PM PLACE: Sanger Branch Library, 3030 W. Central Ave**

| TOPIC | **DISCUSSION** | **DECISION/ ACTION** | **Person Responsible** |
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| Call to Order | Raina called the meeting to order at 5:06PM |  |  |
| Introduction of New Members  (Raina) | * No new members present |  |  |
| Questions and Vote on Meeting material (sent by email)  (Raina) | * Minutes from HRC September meeting, * Executive Committee minute October * Subcommittee Reports – End of September/October | * For the meeting minutes, Christina Moved to approve them as written; Tom seconded; Motion approved by 7 members present. * There was a mistake in the Exec. Minutes (said agenda, not minutes). Ramona will change this. With change, Tom motioned that executive minutes should be approved; Lauraine seconded motion. Motion approved. * Committee minutes – There was a discussion of some of the missing minutes from some committees. Any minutes sent after today will be put into next month’s report. Also, there was an error in the current month’s minutes from the C&N committee: September’s minutes were copied twice rather than October’s minutes. October’s meeting minutes from C&N will be added to the next report for November. * Discussion of standardization of minutes from committees. There was a form that was sent early on to the co-chairs. Executives will talk about the form and give an updated form to the co-chairs before November meeting. * Tom requested that first and last names be reported on minutes and agendas to help people learn names. Each committee and secretary will use first and last names in attendance information for the meetings | * Ramona will update executive minutes (by 10/22); will update next month’s committee minutes with corrected versions * Exec Committee will discuss Committee minutes format and supply updated version to co-chairs (by Nov 2019). |
| Motto for HRC (Tom) | * Discussion and vote on a motto for HRC: “How Can We Help?” | * Tom requested that the commission have a motto. Suggested “How can we help?” There was some concern that this motto is the one for Engage Toledo. Decided to table this until Jenny Gogol arrives (never resolved). |  |
| Future Events/Activities  (Lauraine) |  | (See materials attached) |  |
| Committee Announcements, as needed  (Co-chairs, Erin) | * YE&E * C&N * E&SJ * STV | * E&SJ – Committee has been working on many things. One important one is the MLK event in January. There have been 2 meetings about this, including the idea that will be a Friday and Monday event. This subcommittee should have more information by next meeting. Also they are working on name and mission. * STV – Working on Halloween event – North Toledo having an event and HRC is going to help, particularly David Ross. 5pm to 7 pm on 10/31. Closing down Central Ave to Hudson on LaGrange Street. In past this happened at the Ohio Theater, but it is closed. The neighborhood needs many resources. There will be an after event at the Zablowski Center – but not all the space is available. HRC is sponsoring this event with $500. Dave has a flyer that he can share and HRC will promote it. Dave has been working with artists in the neighborhood in North Toledo. Community leaders work on this. Is anything that HRC can help with? Volunteers and Candy donations. * Gretchen wanted to particularly thank Paul and David (plus other mayor’s staff) for the work on the Marcel McClinton event. There was a good turn out and the event went well. We have reached out to SMART group for follow-up already. | * Dave will send the flyer of the event of North Toledo Halloween to Sara to send to Commission (ASAP) |
| Old Business | * Welcome TLC (Ramona) * Mediation Updates if needed (Tom) | * Welcome TLC – can be used as a network for immigrant and refugee focused events but also other HRC events. In general, Welcome TLC is transitioning to the Library and building goals for 2020. * Mediation updates – some of the mediation have been resolved by phone; Alan and Tom have been working weekly on mediations. Tracking of mediation is going well. When are we going to have poster? Still at marketing people. What should monthly mediation report be? Commission would like a monthly roll up of the numbers with major categories of types of mediation. These monthly reports will be sent to Ramona (secretary) before the HRC meetings monthly. Full report will be available for those who want to see it (including Executives). Final training for new mediators is Monday October 28. |  |
| New Business |  | * Paul sent an email before meeting. Has an idea to do a resource campaign to focus on youth (TPS SMART could help). Potential to work with 211. Actually, United Way has been doing more out into the community to gather more resources. Also, they are working with the library to get public phones to allow people to call 211. How can youth get this information? There are over 4800 non-profits in Toledo. Maybe this is something for the whole commission to work on. May be too large of a project? There is not a one stop place for information, especially for youth. May require funding. Maybe grad students doing a project could help. It is important but it is a lot of work. Political issue of who owns data, and there are planning questions. Could this be a 2020 goal? Paul will contact Exec about this for further discussion. * December HRC holiday party = Not sure why email said the event was happing at the Heights. Mayor’s office talked about a holiday gathering after the December meeting, in general, but no details were decided. * Sara handed out Committee membership list to co-chairs. A week before November meeting, co-chairs will update any information on the members from committees. Check emails and other information. * Precious will arrange a phone call between co-chairs, mayor’s office, and Exec member for each committee. Meeting will take place prior to Committees’ November meetings. Intent is to have committees have a similar November meeting. | * Paul will contact Executive Committee about his idea on Resources; Exec Committee will discuss as possible 2020 project for HRC (ASAP). * Mayor’s office will inform HRC of details of December meeting/holiday event (Nov 18). * Co-chairs will update membership list from committees (Nov 12) |
| Community Comments/Questions (Raina)  (7:25) |  | This section was skipped as point of order from Gretchen about training. |  |
| Adjournment (Raina) |  | Raina adjourned formal meeting at 5:45 pm; training to take place after short break. |  |
| Guest Speaker – Jenny Gogol  (Gretchen – 6:00-7:25) | * Update on Engage Toledo is and how it supports the city * Contact information for HRC’s direct contact with Engage Toledo * Days and times for HRC to visit call center * Interactive Activity * Follow-up on homework assignment – Elevator speech * How this interacts with budget and policy goals/best practices on spending. | No minutes for training section. Please see handouts for more information. Gretchen will be working to solidify an elevator speech from training. |  |

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| **NEXT MEETINGS** |
| **Full Committee:**  Regular Meeting: November 18, 2019 5:00 to 6:30 PM – Sanger Branch Library  3030 W. Central Ave |