

The City of Albany Commission on Human Rights

January 19, 2016

5:30 p.m. - 7:00 p.m.

Mayors Conference Room

Name	Oct. FY 16	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	August	Sept.	Total # Meetings Attended
Commissioner Chair Brenda Robinson	E	P	P	P									
Commissioner Vice Chair Ronald Dunn	P	E	P	P									
Commissioner Secretary Jacquelyn C. Richards				P									
Commissioner Treasurer Andres Rivera	P	P	P (phone)	P									
Commissioner Linda Hunt	P	P	P	P									
Commissioner Judith Mazza	P	P	P	P									
Commissioner Latwanna Ellis				P									
Charmel McCormick, Executive Director	P	P	P	P									
William Kelly, Ass. Corporate Counsel	A	P	P	P									
Commissioner Al Delossantos	P	A											
Commissioner Janneh Bakary	P	P											

Visitor(s): Mr. Lyons

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TOPIC	DISCUSSION/INFORMATION	RECOMMENDATION/ACTION/ EVALUATION/FOLLOW-UP	RESPONSIBILITY/TARGET DATE
Approval of Minutes			
Welcoming New Commissioners	Welcoming New Commissioners; Jacquelyn C. Richards and Latwanna Ellis	1 Vacancy Remaining, awaiting to hear from Mayor on an appointment	Charmel/Next Meeting
Vote on Chair & Secretary	The Commission will be discussing voting for Chair of the Commission and Secretary	Tabled	Committee/Next Meeting
MOU Up-date/Training Update	Charmel states there was a second letter sent on January 15th to the New York State Division on Human Rights in reference to the MOU	Awaiting to hear from NYS Division on Human Rights	Charmel/Next Meeting
Commission Complaint Process		Tabled	Ronald/Next Meeting
Complaint Intake Forms – Ron Template		Ron states he will have a sample available for the February meeting	Ronald/Next Meeting
Commission Information Pamphlets	Commissioners discuss the lack of information regarding the commission complaint process therefore, we cannot move forward with the commission information pamphlets	Brenda will seek out more information regarding the complaint process and will share with the rest of commissioners next meeting	Brenda/Next Meeting
Anti-bullying Video	The Director of the Anti-bullying video would like to know who the credits should go to	Commissioners discuss and agree the credits go to the Human Rights Commission including pass members involved in the video process	Closed
Facebook Submission	Charmel requests help with social media and increasing awareness of the Human Rights Commission	Jacquelyn and Latwanna agree to offer support	Closed

Fundraising Guidelines	Human Rights Reception – Andres discusses the breakdown of the cost for reception	Unanimous decision to accept nominations for the reception until next HRC meeting in February. Brenda proposes for announcement for nominations to include Human Rights Reception to be held in April	Committee/Next Meeting
Budget		Tabled	Committee/Next Meeting
MLK: Post Follow Up	Commissioners who attended the MLK Celebration discuss the event and if there was a need for the HRC to be more involved		Closed
New business	<ul style="list-style-type: none"> Brenda would like to put on the table of an option of an educational committee. Would like the chance during the next meeting for the committee to be voted on and established. 	Tabled	Brenda/Next Meeting
	<ul style="list-style-type: none"> Jacquelyn states that a Minority Empowerment community forum is in the works and will keep the HRC updated 		Jacquelyn/Next Meeting
Public Comment	None		
Adjourned 7:30 p.m.		Next Meeting February 16 th , 2016 at 5:30 p.m. – 7 p.m., Mayors Conference Room	