

1. Call to Order: 8:37 AM
 - a. Commission members present
 - i. Chairperson Arthur Pang
 - ii. Rev. Mary Ann Trifaro
 - iii. Tanya Vokes
 - iv. J. Nicole Rhodes
 - v. Leslie Paul Jamerson
 - vi. Kellie Ware, Esq.
 - b. Staff members present
 - i. Ellen Buannic, Human Resources
 - ii. Jessica Sharp, Human Resources
 - iii. Frances Liebenguth, Law Department
 - iv. Erin Johnson, Equity and Inclusion
2. Introduction of Guests: None
3. Approval of Minutes: Chairperson Pang asked if there was a motion to approve the meeting minutes of January 3, 2024. Commissioner Rhodes motioned to approve the minutes. Motion was seconded by Commissioner Trifaro.
4. Chairperson's Update: Allegheny County Executive (ACE) Sara Innamorato is focusing on high profile pieces throughout her transition, such as raising wages for Allegheny County employees and making changes at the Allegheny County Jail. For the time being, there are no changes to Human Relations Commissions scope.

For next month's meeting (March 6, 2024), Chairperson Pang will not be present and asked Vice Chairperson Ware to head the meeting, which will be a remote meeting.

Chairperson Pang noted the need for a single- or double-sided handout with information about the commission (scope of work, members, etc.). Ms. Buannic advised there is a brochure she will forward to Equity and Inclusion for updates. Ms. Johnson will bring this to the attention of her department director to ensure it is within staff purview to revise the document. Once revisions are made and approved by the commission, Equity and Inclusion will utilize their budget line item for the ACHRC to submit a print shop work order.

5. Staff and Committee Reports
 - a. Law Department: Ms. Liebenguth advsed there are no new cases since the last meeting. She noted the outstanding item of updating the complaint form. Once finalized by commissioners, it will then be forwarded to the Allegheny County IT department. Chairperson Pang asked Ms. Liebenguth to resend the email containing the complaint form for review by the commission.

Ms. Liebenguth noted she will be reaching out to Human Resources and Equity and Inclusion to ensure all contact information is correct.

- b. Human Resources Department: Ms. Sharp noted that any costs the commission incurs (such as print items) falls under Equity and Inclusion and includes \$20,000 as Grants to Other Agencies.
 - c. Equity and Inclusion: Chairperson Pang asked if Ms. Lisa Edmonds is still the head of the department. Ms. Johnson advised Ms. Edmonds has met with ACE and will be continuing in her capacity as department director.
6. Strategic Initiatives and Process Improvement: Vice Chairperson Ware advised that once ACHRC materials are updated and posted online they should also be printed and made available to the public. She noted several locations to have handouts accessible, such as NAACP or YWCA offices, the Chambers of Commerce (African American, Asian American, and Hispanic), and the Allegheny County Bar Foundation.
7. Community Events: Chairperson Pang noted the 2024 Greater Pittsburgh Lunar New Year Gala was held on Saturday, February 3 at the PNC Theater in the Pittsburgh Playhouse. The Kelly Strayhorn Theater has a number of events for Black History Month, as well as a Tina Turner Tribute Concert on March 16. Vice Chairperson Ware noted that the Allegheny County Bar Association - Homer S. Brown Division is hosting a community event on February 24, celebrating the launch of their first-ever children's book, "Black Lawyers of the 'Burgh" at the Wesley W. Posvar Hall on the University of Pittsburgh campus.

Chairperson Pang noted his appreciation of Vice Chairperson Ware's speech at the Dr. Martin Luther King Jr. Prayer Breakfast held on January 15 at the Bethel A.M.E. Church.

Commissioner Vokes mentioned Dress For Success Pittsburgh' has several upcoming networking events. She also noted that PA House Representative La'Tasha Mayes will be hosting a community baby shower in May at Mount Ararat Baptist Church.

8. Announcements and Open Floor: None
9. Adjournment: The meeting was adjourned at 9:04 AM.

Review Group #1

Arthur Pang, Rev. Mary Ann Trifaro, and J. Nicole Rhodes

Review Group #2

Leslie Paul Jamerson, Tanya Vokes, and Kellie Ware, Esq.

Motions Commissioner

J. Nicole Rhodes