

Allegheny County Human Relations Commission
Minutes of September 5, 2018 Meeting
Date/Time: September 5, 2018 at 8:30 a.m.
Location: Conference Room 1, Allegheny County Courthouse
First Floor
436 Grant Street
Pittsburgh, PA 15219

I. Call to order: 8:36 a.m.

Commission members present

Dan Styche, Chairperson
Jessica McCurdy, Vice Chairperson
Carey Cummings
Nicola Henry-Taylor
Betsy Magley (via phone)
Bill Price

Staff members present

Ellen Buannic, Employee Relations Coordinator
Jeremy Beaver, Employee Relations Coordinator
Fran Liebenguth, Assistant County Solicitor

II. Guests

Andrea Stanford, Assistant County Manager

III. Approval of Minutes of the August 1, 2018 meeting: Commissioner Price made a motion to approve the minutes. The motion was seconded by Commissioner Henry-Taylor and carried unanimously.

IV. Chairperson Update: Chairperson Styche gave an update on the Diversity Awards. The new poster for this year has been sent out for review by the commissioners, and staff members. Commissioners discussed follow ups with the schools and ways to reach out to help get more participation in the awards. The Diversity Awards lunch will be held in commissioner at Commissioner Price's office this year on October 5th, from 11 a.m. to 1 p.m.

Chairperson Styche discussed the 10-year anniversary plans, and updates the website, being made by Joe Polk. The website will be changing to be more user friendly with fillable forms, and more information about the commission. The Commission will provide bio information to be added to the website and how the process will work for the implementation of the online fillable forms. The website will also show information on upcoming events and will feature a video.

V. Staff and Committee Reports:

Law Department: Ms. Liebenguth reported that there have been no new complaints received, but information from last month's complaints has come in, and she will be setting up meetings to go over the information when she sends them out.

The commission discussed the role of the potential legal support staff would play in the process while working for the commission. Commissioners Price and Henry-Taylor will be reaching out to Pitt and Duquesne University's to discuss working with them to have law students work the Human Relations Commission. Commissioners Price, and Henry-Taylor will be working with Ms. Liebenguth to design two job descriptions for the legal support positions.

Human Resources: Ms. Buannic announced that Arthur Pang was nominated by County Executive Fitzgerald to the committee.

VI. Announcements:

Chairperson Styche announces that the Commission is moving in the right direction for the upcoming 10-year anniversary, and that everything the Commission needs is being put in place to achieve the Commissions goal of helping more County residents.

VII. Adjournment:

A motion was made by Commissioner Price to adjourn at 9:06 a.m. The motion was seconded by Chairperson Henry-Taylor and carried unanimously.