

Allegheny County Human Relations Commission
Minutes of August 3, 2016 Meeting
Date/Time: August 3, 2016 at 8:30 a.m.
Location: Conference Room 1, Allegheny County Courthouse
First Floor
436 Grant Street
Pittsburgh, PA 15219

I. Call to order: 8:30 a.m.

Commission members present

Stephan Broadus, Chairperson
Mary Gibson, Vice Chairperson
Carey Cummings
Nicola Henry-Taylor (via phone)
Jessica McCurdy (via phone)
William Price
Dan Styche

Staff members present

Fran Liebenguth, Assistant County Solicitor and Counsel to ACHRC
Holly Grabowski, Employee Relations Coordinator, Department of Human Resources
Nichole Nagle, Employee Relations Manager

II. Introduction of Guests: Chairperson Broadus recognized and welcomed

Katie Gittlen, Executive Assistant, County Executive's Office
Joe Catanese, Director of Constituent Services and Government Relations, Office of
County Council

III. Approval of Minutes of the June 1, 2016 meeting: Commissioner Styche made a motion to approve the minutes. The motion was seconded by Commissioner Cummings and carried unanimously.

IV. Chairperson Update: Chairperson Broadus welcomed new Commissioner Carey Cummings.

Chairperson Broadus made an inquiry regarding changing the September meeting date from September 7 to August 31, 2016. He asked that since the Commission would be meeting with the County Executive on August 31st if would it be possible to also hold the September meeting on that day as well. Vice Chairperson Gibson and Commissioner Henry-Taylor stated they would be available via phone. Commissioners Styche, Price, McCurdy and Cummings stated that they would be available. Ms. Nagle said that she would update the County's website to reflect the date change. Mr. Catanese confirmed that the Conference Room was available until 9:30 a.m.

V. Staff and Committee Reports:

Law: Ms. Liebenguth said she would email the master case list and reported that three new complaints were received. One could be within the City's jurisdiction and the other might involve a County entity.

Chairperson Broadus explained the Compliance Review Committees to Ms. Cummings and she was assigned to Compliance Review Committee Group Two.

Commissioners Price and Henry-Taylor reported that they sent recommendations to Ms. Liebenguth regarding the Conflict Council position. They will reach out to the potential candidates once they receive a job description setting expectations. The position will be responsible for investigations and sending correspondence. Commissioner's also discussed the payments to be made to Conflict Council.

Commissioner Styche asked if the Commission would have to follow the RFP process for hiring for this position. It was thought that since the position wouldn't hit the monetary level required the RFP process would not be necessary. Commissioner Styche requested that Commissioner Price email Ms. Liebenguth with the appropriate wording for the job description.

Commissioner Price stated that he is reviewing several motions and he and Ms. Liebenguth will have a further discussion about motion practices.

Ms. Liebenguth announced the decision in the Hutter case was in the County's favor.

Ms. Liebenguth provided a complete overview of the complaint process for Ms. Cummings.

Vice-Chairperson Gibson suggested the Commission refresh the mediation panel.

Human Resources:

Ms. Nagle gave the new Commission Magnets to Commissioners who did not previously receive them.

VI. Community Events:

Commissioner Styche provided a flyer regarding a Gala Pittsburgh Sports Night that benefits Northside Catholic Schools.

VII. Announcements and Open Floor:

Commissioner Styche reported on the Diversity Awards Ceremony. He explained that since the Commission is fully funded by the County the funds cannot be used for a luncheon. Ms. Nagle stated that the letter was edited appropriately and once it is signed by Chairperson Broadus, it will be mailed to the school districts. Commissioner Styche asked Ms. Liebenguth to research if in kind donations could be accepted. Ms. Gittlen reported that the County Executive can issue proclamations once the winners are chosen. The awards ceremony will be held in April, 2017.

Vice Chairperson Gibson reported that the Affordable Fair Housing Group are holding a meeting next week.

VIII. Adjournment: A motion was made by Commissioner Styche to adjourn at 9:25 a.m. The motion was seconded by Vice Chairperson Gibson and carried unanimously.