

Berea Human Rights Commission  
Regular Meeting  
August 7, 2017, 6:30 PM  
Berea Police and Municipal Building Council Chambers  
304 Chestnut St. Berea, KY 40403

Present: Mim Pride (Chair), Gene Stinchcomb (Vice Chair), Dr. Janice Blythe  
Peter Hille

Absent: Rev. Carla Gilbert, Eef Fontanez (Treasurer), Randy Dinsmore

Kathleen Murphy (Volunteer Administrative Assistant)

Guests: 3 guest visitors

Summary of Actions Taken:

- Chair calls meeting to order: 6:34 P.M.
- Pride welcomes guests.
- Blythe MOVES to approve July Meeting Agenda: MOTION CARRIED.
- Announcements:
- Pride shares there are 5 applicants for the administrative assistant position that have passed the background check.
- Pride shares that she has met with the mayor and Randy Stone regarding the need for special event handicap parking, as well as handicap access to businesses such as: steps, and markation.
- Pride shares, her surgery is scheduled for Sept. 26<sup>th</sup> and she will not be able to make the October meeting.
- Pride reminds Commission that Sept. meeting is postponed to the 11<sup>th</sup> because of Labor Day.
- Stinchcomb MOVES to approve July minutes: MOVED & CARRIED.
- Information not available for the Treasurer's Report.
- Pride shares office report: Murphy is volunteering to prepare for monthly meetings and checking email, voicemail, and USPS mail.
- Blythe asks for clarification regarding what follow up the Commission wants with regard to, "Get on the Bus". Blythe to talk with Dr. Burnside and Mrs. Mitchell about preparing a script to use for future presentations. There was discussion as to how an agreement would be created so they could be paid. Blythe to contact Gilbert to follow up.
- Programming Update: Pride DESIGNATED to follow up regarding programming.
- Discussion followed regarding Accessibility (ADA).
  - Ask the City Council if they would be interested in participating in a training if the Commission offered one.
  - Ask the City Council to review accessibility citywide.

- The HR Commission learned that there is a disability compliance officer and a grievance procedure to which complaints can be presented.
- Hille DESIGNATED to report to Council at the next regular meeting.

- Blythe asks for Commissioner presence to attend the meeting with B.C> Student Life Staff. Blythe VOLUNTEERED to prepare a PPT for meeting.
  - Pride has sent a letter to the chair of the Richmond HRC. They meet the second Wednesday of the month. There has been no response yet. The RHRC chair, Michael Parker passed away recently.
  - Age Friendly Overview. There was a lengthy discussion about the best way for the Commission to support the Council's Age Friendly Initiatives. It was agreed that we would discuss this in more detail in our strategic planning meeting in November.
  - Hille asks what is the commonality in ageing as it relates to Human Rights in Berea. Blythe will ask all participants to focus on such: . Pride agrees that from the mayor's perspective, the HRC is charged with education and that is much broader than enforce in this context. Put this on agenda for next meeting and Blythe will work on it in the meantime.
  - Schedule for tabling at Levitt Amp First Friday Series.
  - Develop formal procedure for following up with complaints (next meeting)
  - There was a discussion about when to have the strategic planning meeting. It was agreed to have it November 6<sup>th</sup> 5:30-9:30. Hille VOLUNTEERED to provide leadership for designing the meeting. Pride and Blythe VOLUNTEERED to help him. Food will be provided.
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- Review AA position description and office hours: Hille suggest adding bullet "other duties as assigned under the direction of the chair."
  - Administrative Assistant job description was discussed. Hille suggests asking for writing samples. Murphy recommends adding technology skills to that test. Hille asks that the applicant submit a cover letter and resume. Pride asks for volunteers for the hiring committee to review applicants and attend interviews. Hille VOLUNTEERS to review applications. Pride will ask Fonatanez to volunteer. Motion to accept the job description. amendment: MOVED AND CARRIED with addition of writing sample.
  - Fee Award announcement from last year was approved as updated. Hille, Blythe, and Stinchcomb will be on the committee, which will meet at 5:30 before the regular September meeting.

## Public Comment

Guest, Jackie Bowling shares some thoughts. The position of Admin Assist is so important and thanks Ms. Murphy. Agrees on the importance of including mental disabilities in the HRC work. Human Rights work also does have a relevance to ageing issues. Mentions the presentation of Doris Wyatt from the Housing Authority at the City Council meeting, noting her lack of knowledge and transparency. At the next council meeting there will be a presentation from the tenants of the “housing project”. Encourages the HRC to be aware of this presentation. Expresses concern that the Berea College student who is chosen to represent the college should be a documented student. Ms. Bowling thanks the Commission for their efforts to be transparent and communicative.

Visitor shares that Channel 12 should include information on the HRC.

Jackie Bowling shares that the City council will now approve the appointments for the HRC in the future. In the past the Commissioners have not been aware of the actual term dates of the commissioners.

Guest, Gary Hogsten shared his resume.

Virginia Bland asks if the ADA meeting will be open to the public. The Commission answers, yes.

8:27 P.M. MOTION MOVED and CARRIED to ADJOURN.

Kathleen Murphy  
Volunteer Administrative Assistant  
Minutes Recorded: August 7, 2017  
Minutes Approved:

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[Mim Pride, Chair]