



*DRAFT MINUTES*

HUMAN RIGHTS COMMISSION

Wednesday, June 7, 2017

Municipal Building City Council Chambers

311 S. Main Chelsea, MI 48118

A. Welcome and Introductions

Members Present: Gilbert, Kaminsky, Morrel -Samuels , Voshel

Members Absent: Fox

Staff: Hanifan

Meeting was opened by Kaminsky at 5:30 PM.

B. Public Comment

NONE

C. **Approval of Agenda.** MOTION by Morrel-Samuels, Second by Gilbert to approve the agenda. All Ayes, Motion carried.

D. **Approval of May 17, 2017 Minutes** MOTION by Gilbert, Second by Morrel-Samuels to approve the minutes. All Ayes, Motion Carried.

E. **Compliant Form** – Discussion about the complaint form and which categories to include or not include. Much discussion about ensuring the form is consistent with the Ordinance. Discussion about the addition of a contact line for complaints submitted on behalf of others. Discussion to ensure the check boxes are consistent with the ordinance. **MOTION by Gilbert, Second by Morrel-Samuels to approve the amended form with changes.** All Ayes, Motion Carried.

F. **Rules and procedures** – Staff presented updated by-laws with revisions. The source document is the HRC by-laws from City of Ann Arbor. HRC reviewed the draft by-laws. It was Generally agreed more work and discussion necessary so the HRC will discuss again at next meeting. Staff will send updated draft.

**H. Any New Business:** *Discussion about email accounts and ensuring that there is a general HRC email that will have a notification/automated response message. Also, that staff will notify HRC members when an email is sent to the HRC account.*

I. **Adjournment Motion by Gilbert., second by Voshel.** All Ayes. Meeting adjourned approximately 6:10pm.