

Human Rights Commission

City of Chelsea, MI

Wednesday, May 17, 2017

Chelsea City Offices

305 S. Main Street, Chelsea, MI 48118

A. Welcome and Introductions

Members Present: Kaminsky, Fox, Gilbert, Stiles Beechey, Morrel-Samuels

Meeting was opened by Fox at 5:30

Others Present: Mr. Rod Anderson, Lisa (?) Chelsea Update

B. Public Comment

None

C. Approval of Agenda: MOTION by Gilbert, Second by Kaminsky to approve the agenda. All Ayes, Motion carried.

D. Approval of May 3rd, 2017 Minutes: MOTION by Morrel-Samuels, Second by Kaminsky to approve the minutes from April 19th and May 3rd. May 3rd: Corrections were noted in item E. (“compliant” should be “complaint”) and item H. (“similar in theme”). April 19th: Inconsistencies were noted in the spelling of Morrel-Samuels. Item E. should read “two or three”. Also add, limit terms “of officers” to one year. Minutes April 19th and May 3rd were approved with corrections noted.

E. Complaint Form: The Commission reviewed the list of complaint categories in the Ann Arbor form for consistency with the Chelsea ordinance and eliminated those that were are not included. Members favored including an “other, including retaliation” category. In the narrative portion, members discussed including two items: “When did this incident occur?” and “Please describe what happened.” In place of the existing language. Members also want to include the first two lines of the Chelsea ordinance as an introduction to the form.

MOTION by Kaminsky, Second by Gilbert to request that these revisions be made to the complaint form and that it be returned to the commission for final approval at the next meeting. All Ayes. Motion carried.

- F. Rules and procedures/By Laws: MOTION by Morrel-Samuels, Second by Kaminsky to base Chelsea HRC By Laws on Ann Arbor HRC By Laws.

Members reviewed By Laws from Traverse City Human Rights Commission, Ann Arbor Human Rights Commission and Chelsea DDA. Members felt that the Ann Arbor By Laws were the best model. Section 4 needs revision to be consistent with Chelsea City Charter; descriptions of officers and terms in Section 6 to be revised. In section 7, members discussed having a quorum of 3 members and a majority of 3 members to approve actions. Members would like to add the Code of Conduct from the Chelsea City Handbook for Committees to the end of the By Laws.

Previous MOTION by Morrel-Samuels withdrawn. New MOTION by Kaminsky, Morrel-Samuels Second, to have revisions to the Ann Arbor HRC By Laws completed and brought to the next Commission meeting for consideration. All Ayes. Motion carried.

Lynn Fox will communicate with John Hanifan regarding revisions.

- G. Other Business: Email. The members discussed having a “contact the HRC” button on the city website. Messages to go to Hanifan and Commission members. Automated response would inform senders that their message was received and of the schedule for HRC meetings. Staff would bring any messages to regular Commission meetings for discussion/action.
- H. Adjournment: Motion by Stiles Beechey, Second by Kaminsky at 6:50.