

**PENNSYLVANIA HUMAN RELATIONS COMMISSION
MINUTES OF COMMISSION MEETING
OF MARCH 26, 2018**

The meeting convened at 1:12 PM, Monday, March 26, 2018 at 333 Market Street, Harrisburg, Pennsylvania.

ATTENDANCE:

Commissioners:

Joel Bolstein, Interim Chair
Dr. Raquel O. Yiengst, Vice Chair
Dr. Radheshyam Agrawal
George Dawson
Kathleen Dormer-Carusone
Michael Hardiman*
Curtis Jones (absent)
Mayur Patel
Gerald S. Robinson

Staff:

Michael Hardiman, Interim Executive Director
Tammy McElfresh, Special Assistant to the Executive Director
Kathy Morrison, Chief Counsel
Jinada Rochelle, Assistant Director of Enforcement
Heather Roth, Harrisburg Regional Office Director
Geoffrey Biringer, Director of Education and Community Services
Christine Reese, Press Secretary
Carl Summerson, Hearing Examiner
Lyle Wood, Pittsburgh Regional Office Director
Diana Medley, Philadelphia Regional Office Director
Debbie Walters, Administrative Officer
Ian Fahnstock, Clerk Typist
Tameka Hatcher, Administrative Officer
Katie Petruczok, Mediation Coordinator

CALL TO ORDER

Chairman Bolstein called the meeting to order at 1:12 PM. He further announced that the meeting had been advertised and was open to the public, in accordance with the provisions of the Sunshine Act. She stated that prior to the meeting, in keeping with the confidentiality requirements of the Sunshine Act; there had been a closed session to discuss compliance matters.

Chairman Bolstein announced the meeting was being recorded.

Attendance was taken and the presence of a quorum was noted.

INTRODUCTION OF GUESTS

None

APPROVAL OF COMPLIANCE MINUTES**MOTION:**

Commissioner Yiengst made a motion, seconded by Commissioner Robinson to approve the minutes of the February Commission Meeting. With all in favor, the motion carried to approve the minutes as written. (Commissioner Hardiman abstained from the vote since he is filling the role of Interim Executive Director.)

Interim Executive Director Hardiman asked to take a moment to thank Tammy McElfresh and Christina Reese for all their hard work. He then presented each with flowers and congratulated them on their retirement.

CHIEF COUNSEL'S LITIGATION STATUS REPORT

Chief Counsel Morrison reviewed her status report and a copy was provided. Chief Counsel Morrison provided additional details for guests in attendance.

Of particular interest, Chief Counsel Morrison noted that this past Friday, the legal team had a state-wide attorneys meeting. The group brainstormed, proposed pilot programs on possible changes to the intake process and employee retention.

EXECUTIVE DIRECTOR'S REPORT**Report on the Budget**

Interim Executive Director Hardiman provided an update of the PHRC budget. A copy of the budget summary is included in the meeting records. The projected balance has been earmarked for overtime to reduce gaps in EEOC and HUD contracts and looking for annuitants to help with the contracts. Also discussed is the proposed 18-19 re-budget.

Commissioner Yiengst inquired about the status of filing positions in the Education Division. Special Assistant McElfresh stated she has been working with Office of Human Resources to get a position description.

Chairman Bolstein and Commissioner Yiengst agreed there is a need to fill a position who can take on some of Tameka's and Christina's work.

Commissioner Robinson noted the possible \$600K from the Governor's proposed budget for investigation of sexual misconduct and our need for having a plan in place.

Chairman Bolstein explained that it is not real money until the budget has been enacted. At that point, we will develop a plan.

HUD and EEOC Reports

Assistant Director of Enforcement Jinada Rochelle noted that monthly closure numbers are behind on the contracts.

Commissioner Robinson asked about the probationary period imposed by HUD. Director Rochelle stated that no update has been given by HUD. Interim Executive Director Hardiman noted he met with HUD last week and provided an overview of the meeting.

Director Rochelle reviewed the EEOC report and noted we are significantly behind. The official contract number has not been received yet but is expected in early May.

Report on Mediation

An overview of the monthly report was provided. Ms. Petruczok noted she has begun assisting with making respondent contacts for the Harrisburg referrals. Chairman Bolstein asked if there are any current trends. Ms. Petruczok stated she has noticed an increase in the last couple of months.

Taskforce

Tameka Hatcher discussed taskforce activities and provided an update on current issues.

Chairman Bolstein commented, what he did not see is trainings being conducted at big groups, boards, etc. Chairman Bolstein asked that the department look at big groups and associations where larger numbers can be reached.

Advisory Councils

Local HRCs

Hearing Examiner, Carl Summerson, provided update son developing the new HRCs and development on getting the zip codes correlated to local HRCs. This will enable PHRC to share information with those HRCs. There are currently seven MOUs signed by the local HRC and are in process of being finalized.

REPORT OF PRESS SECRETARY

Press Secretary Christina Reese highlighted her report provided in advance of the meeting and noted she is in process of wrapping up publication updates, press releases and the Sunshine Notice ad for the April Commission Meeting.

It was noted that the following list will need addressed for the April Commission Meeting:

- A staff member will need to follow-up with invites by phone to confirm attendance.
- The MCAC should be added to the agenda
- Rose Makofski should be contacted regarding clubs and student activities coordinators for attendance
- Extend an invite to puppy raisers who partnered with PHRC in the past.

UNFINISHED BUSINESS

April Commission Meeting Update

Administrative Officer Debbie Walters provided commissioners and directors with an update on the planning and logistics of the April Commission meeting. Each was

provided with a draft agenda and a summary memo regarding overnight travel and their individual mileage reimbursement information. There will also be a logistics and travel package included in the April Commission packets.

NEW BUSINESS

None

LETTERS OF COMMENT

Congratulations were extended to Ian Fahnestock regarding a letter of comment received from a complainant noting his kindness and that he made her feel calm while he helped her.

NEXT SESSION

The March Commission Meeting will be held on Monday, April 23, 2018 at 1:00 PM at Montgomery County Community College.

ADJOURNMENT

This meeting was electronically recorded. The file will become part of the permanent record.

Respectfully submitted,

S\Joel Bolstein

Joel Bolstein
Interim Chairman

S\Radheshyam Agrawal

Mayur Patel
Secretary