

Request for City Council Action

Date: July 28, 2015

Agenda Section: Consent Agenda No. 5	Originating Department: City Clerk's Office
Item: Acceptance of Minutes of Boards, Commissions, and Committees No. 5.5	Approved:

Background:

Attached for Council review and acceptance are minutes from the meetings of City Boards, Commissions, and Committees which have recently been sent to the City Clerk's Office.

Recommended Action:

The Council is requested to accept the following minutes and place them on file:

Human Relations Commission – June 1, 2015

Non-Bargaining Unit Employees Personnel Board Meeting – May 6, 2015

Police Pension Board – May 26, 2015

Carbondale Public Library Board of Trustees – April 8 and May 13, 2015

Engineering Approval Obtained	Finance Approval Obtained	Legal Approval Obtained	Approval Obtained	Manager's Approval Obtained
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Council Action: Motion by _____ 2nd by _____ to _____



Carbondale Human Relations Commission

Minutes – June 1, 2015
Carbondale Civic Center ~ 5:00 p.m.

Commissioners Present: Joshua Kyle Brandon, Joseph Brown, Ted Gutierrez, Eric McMillan, Faith Miller, Joshua Phillips, Kareem Shariati, Dora Weaver

Commissioners Excused: Jerrold Hennrich

Study Circle Staff Present: Sarah Heyer

Guests Present: Sonya Ingebritsen, Ella Lacey, Margaret Nesbitt, Molly Parker, Maurine Pyle, Elius Reed, Greg Whaley, Chris Wiksta

Staff Present: Mayor Mike Henry, Councilwoman Carolin Harvey, Deborah McCoy

CALL TO ORDER

The meeting was called to order at 5:05 p.m. by Co-Chair Brown. Commissioner Brown shared communication from Chair Hennrich who could not be present due to a military obligation. Commissioner Brown acknowledged Mayor Henry and guests.

MINUTES

Motion was made by Commissioner Brandon and seconded by Commissioner McMillan to approve the minutes of the May 4, 2015 meeting. Motion carried.

ANNOUNCEMENTS

Mayor Henry thanked Commissioners for agreeing to serve on the Human Relations Commission, acknowledged the meeting's turnout, and indicated that he supports the Commission, and feels its mission is important. The records show three expired terms (Hennrich, Brown, Brandon) and a vacancy. Commissioners whose terms expired expressed interest in continuing another term, leaving one vacancy. Mayor Henry reviewed the Commission's composition and terms, and encouraged citizens interested in serving on the Commission to contact his office.

June 5, 2015	Chamber of Commerce Golf Tournament
June 5, 2015	Singing with the Stars, McLeod Theater
June 6, 2015	100 Men Who Cook – Disabled Veterans
June 8, 2015	Flame of Hope for the World – Special Olympics, 5:30 pm - 8:00 pm. Arrives in Marion. Three flames are being transported across the United States and this is the Central one. On Saturday morning, June 9, the flame will be transported from Marion to Carbondale to DuQuoin.

June 1, 2015

ISSUES

Public Education/HRC Website

Commissioner Falcone reported that all Commissioner bios and pictures are posted on the website, along with pictures from the “Community on Policing” forum. A group photo of the HRC is scheduled to be taken at the HRC Retreat in July by Commissioner Brandon. A draft of the HRC brochure, prepared by Commissioner Falcone, was reviewed. Motion was made by Commissioner Falcone and seconded by Commissioner Shariati to accept the brochure draft and forward to City staff to be completed and distributed at the next meeting. Motion carried.

Public Forums/Events – Community Policing Forum Summary

Commissioners provided feedback regarding issues and concerns raised at the forum. Points shared included not enough student participation, what would be done to stay involved and keep going, availability of summaries of table discussions, and path for the next forum. Facilitators were directed to provide summaries of their discussion table to Ms. McCoy by June 20, 2015, to be forwarded to Commissioners. Discussion will continue at the next meeting with review and plans to be made at the Retreat. Guests were asked for feedback and Dr. Lacey stated that she felt the forum was a good first step, but if nothing happens beyond that, then the forum would be meaningless. Comments were made regarding the involvement of police in future forums, including ways to make that happen. Consideration of overtime pay, training, and adequate time were discussed, as well as ways to solicit feedback from the department regarding the Justice Department document released following the Ferguson incident, body cameras, and citizen groups to work with police. Chair Hennrich will contact Interim Chief Grubbs about the idea of a forum and discussion for police.

Massive Incarceration (Alternatives)

Will be reviewed at a later time.

Justice System (Southern Illinoisan)

Will consider further when additional information is received from *The Southern Illinoisan*.

HRC Annual Retreat

Commissioner McMillan stated that a formal invitation would be extended to the Mayor, City Council, and City Manager. He will continue to work on the Retreat agenda which will be limited to subpoena power, community policing, and social issues. He reminded Commissioners to review the HRC’s mission and charge.

Other

Clarification of HRC meeting time – 5:00 p.m. rather than 6:00 p.m. *The Carbondale Times* will be reminded that the time has changed.

Public Comments

Mr. Reed commented that no African Americans are working on the jobs being done by E. T. Simond.

PROCESS ASSESSMENTS

Neighborhood Alliance Report

Coordinator Heyer forwarded notes from the previous meeting. The group will meet on Wednesday, June 3, 2015, 5:00 p.m. Carbondale Main Street will host its statewide conference in Carbondale June 23-25, 2015. The Northwest Neighborhood Group has a new president, Yo Presley. A noise ordinance was passed recently by City Council to address amplified noises that mainly come from parties that grow out of control.

Non-Violent Carbondale Project

No report

Racial Justice Coalition

Rev. Ingebritsen stated that at the last Racial Justice Coalition meeting, there was discussion regarding a new program at the Middle School called Creative Measures Classroom. The program was put into place about 5-6 weeks before the end of the school year, with seven or eight African American male students who were classified as unmanageable with behavior problems. The students are assigned to a classroom where the instructor is not certified to teach all areas of the curriculum. The students are not able to interact with other students, faculty or staff, and the classroom situation has been described as isolated and segregated. A representative is following up on the situation and will provide more information. Dr. Lacey encouraged those interested to visit Carbondale Elementary School District 95's website and review the Community Growth Plan that was adopted by the District in 2014.

Dr. Lacey made introductory remarks regarding police in the schools. She stated that while "police have a place in schools as assigned or invited to enhance safety and/or security, they are not educators for teaching, social workers for gaining information from children or judges for interpreting school behaviors." Rev. Ingebritsen commented that "the presence of armed police in schools is not compatible with the District's stated intent of restorative practices, and the initiative was not accompanied by necessary and transparent programs that change institutional practices on the part of the police which cause mistrust." She cited several concerns expressed by the District's parents, students and staff. She shared the response from African American racial diversity trainer and columnist J. R. Reynolds from Battlecreek, Michigan, to a noose posted on his Facebook thread after he called out the racism in a comment someone had made – "... no matter how many different ways communities of color explain their oppressive experiences when it comes to race, inevitably most white people believe they understand racism better than we do. It's our experience, but *they* are the experts." The position of the Racial Coalition is that the District put a moratorium on the program until concerns can be voiced and addressed. A letter from Mr. Whaley, a parent of students in the District, requesting the program be discontinued was distributed. Commissioners discussed the positive and negative feedback that has been received about the program. Rev. Ingebritsen indicated that a report was presented by Mr. Shimshak to the school board that the majority of the 87 parents who completed the survey responded that the program was positive. The survey was distributed to parents along with other materials, and contained parents' names. Commissioner Miller stated that it seems a number of the recipients of the program are not happy, and that the Police Department and the

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District's School Board should be open to listening to their concerns. There was discussion regarding the intent of the program to improve relationships with the police and/or to provide safety. Ms. Nesbitt reminded the Commission of remarks that were made by States Attorney Carr and former Chief O'Guinn, at an HRC meeting last summer following a homicide that took place on the northeast side, regarding problems not being able to be resolved in northeast Carbondale because people would not talk. Not too very long following those comments, plans for the program with police in the schools was implemented in the school to building relationships with children, with no mention of safety or parent involvement. Concerns were expressed about the dismissal of people who come forward to speak on issues, and the refusal to consider those voices seriously.

Commissioner Brown stated that police involvement in the schools would be a priority for the next HRC meeting with the goal to design an appropriate statement regarding police in the school. Commissioner McMillan volunteered to draft the statement to be sent to Ms. McCoy to forward to Commissioners. Mrs. Nesbitt commented that the community needs the police and the police need the community, and both need to know how to approach each other. Commissioner Brown thanked the guests for keeping the concern at the forefront.

Sparrow Coalition Report

Commissioner Phillips introduced Maurine Pyle, chair of the Sparrow Coalition. For the past few months the Sparrow Coalition has been organizing, along with other agencies, organizations, and groups, including clergy, to address some of the community's needs. The Sparrow Coalition, in partnership with Civic Soul-Imagining Geographies, the Carbondale Public Library, Inter-Faith Council, and SIU's College of Mass Communication & Media Arts is sponsoring a community forum series on Challenges of Poverty in Carbondale. Commissioner Phillips reported that he will be presenting some of the experiences homeless residents of Carbondale shared with him at the Carbondale Public Library on June 23, 2015, at 6:00-7:00 p.m.

Law Enforcement

No report

Items for City Council

Recommendation to the Mayor, City Council, and City Manager that a search committee be formed to identify the next police chief, and the HRC would like one or two persons to serve on that committee.

ADJOURNMENT

Next meeting – July 6, 2015. There being no further business, the meeting was adjourned at 7:55 p.m.

Recorded by Deborah McCoy _____



**Non-Bargaining Unit Employees Personnel Board Meeting
May 6, 2015**

The City of Carbondale's Non-Bargaining Unit Employees (NBUE) Personnel Board held a meeting on Wednesday, May 6, 2015, in Conference Room B of the Civic Center, 200 S. Illinois Avenue. The meeting was called to order at 3:01 p.m., by Chair Ron Bryant, with the following members of the Board present/absent:

2. Roll Call

Present: Ron Bryant, Alicia Burtley, David Chamness, Jeffrey Doherty, Travis Taylor,
Harvey Welch

Absent: Charles "Chuck" Vaught

Administrative Services Director Deborah McCoy, Secretary to the Personnel Board, was present.

3. Approval of Minutes

Motion was made by Mr. Taylor and seconded by Mr. Chamness to approve the minutes of the Regular meeting held on April 8, 2015 with the correction that Mr. Chamness voted "Present" on the motion to send a letter to the City Manager regarding the grievance. VOTE: All voted aye.

Motion was made by Mr. Doherty and seconded by Mr. Taylor to approve the minutes of the Closed meeting held April 8, 2015. VOTE: All voted aye.

4. Closed Meeting

Motion was made by Ms. Burtley and seconded by Mr. Doherty to go into closed session pursuant to 5 ILCS 120/2(c)1 at 3:05 p.m. VOTE: All voted aye.

Motion was made by Mr. Doherty and seconded by Mr. Taylor to end the closed session and return to the regular meeting pursuant to 5 ILCS 120/2(c)1 at 3:35 p.m. VOTE: All voted aye.

Motion was made by Mr. Welch and seconded by Mr. Taylor to approve the draft letter to the City Manager with the deletion of the word unanimous. VOTE: All voted aye.

Motion was made by Mr. Welch and seconded by Ms. Burtley that the Board advise the City Manager of its concerns regarding the conversation of November 24, 2014. VOTE:
Bryant - Yes; Burtley - Yes; Chamness - Present; Doherty - No; Taylor - No; Welch - Yes

Motion failed.

The Board directed the Human Resources Manager to relay the concerns of some of the Board members to the City Manager.

Motion was made by Ms. Burtley and seconded by Mr. Doherty to return to closed session pursuant to 5 ILCS 120/2(c)1 at 3:40 p.m. VOTE: All voted aye.

Motion was made by Mr. Doherty and seconded by Mr. Welch to end the closed session and return to regular meeting at 3:50 p.m. pursuant to 5 ILC 120/2(c)1. VOTE: All voted aye. Mr. Welch left the meeting at 3:51 p.m. to make his 4:00 p.m. speaking engagement.

The Board directed the Human Resources Manager to bring copies of grievance procedures and processes for the bargaining units.

5. Old/Unfinished Business

A. Orientation

Chair Bryant indicated that it should be in place soon.

B. Time Donation

Chair Bryant stated that he had spoken with the City Manager who indicated that a memo had been drafted, but not yet approved. Mr. Doherty suggested, and the Board agreed, to communicate to the City Manager that the Board would like to move time donation forward and would like to assist with any changes and recommendations for a policy and its implementation.

6. New Business

Interim Police Chief Jeff Grubbs would like to appear before the Personnel Board at a future meeting.

The next meeting is scheduled for Wednesday, June 24, 2015, 2:00 p.m.

7. Citizens' Comments and Questions

None

8. ANNOUNCEMENTS

Mr. Doherty was reappointed to the Board, and his term ends in 2018.

9. ADJOURNMENT

There being no further business, motion was made by Ms. Burtley and seconded by Mr. Chamness. Meeting adjourned at 4:09 p.m.

Recorded by Deborah Walton McCoy
Administrative Services Director/Human Resources Manager

Approved by the Board on _____

**CITY OF CARBONDALE
POLICE PENSION BOARD OF TRUSTEES
MINUTES OF May 26, 2015
PRESENTED June 23, 2015**

Call to Order: Meeting called to order by Goddard at 1:30 p.m.

Members Present: Mark Goddard, Paul Echols, Don Ursini, Tony Williams

Guests: Alicia Burtley, Becky Applegate, Scott Hendricks

Absent: Don Priddy

Public Comments: None

Minutes of Previous Meeting:

Motion to accept with the one correction.(Echols)(2nd Ursini) Motion carried.

Treasurer's Report:

Motion to approve the treasurer's report.(A. Williams)(2nd Echols) Motion carried.

Unfinished Old Business:

The Board discussed the location for the Woods deposition.

New Business:

Annual audit engagement letter was signed by Mark Goddard.
The Board discussed training for members.

Open Floor Comments:

Mr. Kimmel mentioned Mr. Vaughn's appeal.

Motion to adjourn at 2:30 p.m. (P. Echols)(2nd T. Williams) Motion carried.

Respectfully Submitted,

Anthony Williams
Carbondale Police Pension Board Secretary

AW/clc

Carbondale Public Library Board of Trustees

Wednesday, April 8, 2015

4:30 p.m.

Meeting Room

405 West Main St.

MINUTES

Call to order.

Called to order at 4:30 p.m.

Roll call.

Introductions, audience and visitors. Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes. The Library Board may cut short any comments that are irrelevant, repetitious, or disruptive. (Id. at 1425-26).

Present.

Philip Brown, President

Barbara Levine, Vice President (2)

Don Prosser, Treasurer

Joyce Hayes (2)

Roland Person (1)

Sharifa Stewart (3)

Harriet Simon (1)

Absent.

Susan Tulis, Secretary (2)

Julian Pei (9 excused)

The number following the Trustee's name indicates the number of absences this fiscal year.

Staff present.

Diana Brawley Sussman, Library Director

Gwen Hall, Finance Manager

Visitors present.

None.

President's report.

None.

Secretary's report.

1. Approval of the March 11, 2015 minutes. Harriet Simon made a motion to approve the minutes. Roland Person seconded. MOTION passed unanimously.

Correspondence and communications.

None.

Financial report.

1. Approval of bills payable up to and including bills due April 16, 2015 to May 15, 2015.
The cost for Servepro & L&P Carpet for flood was around \$11,000. All but the \$1,000 deductible was reimbursed by insurance, and we've received that reimbursement check. There were many book purchases this month. Barbara Levine made a motion to pay bills. Joyce Hayes seconded. MOTION passed unanimously.
2. Appointment of Trustee(s) to serve on the Finance Committee. Roland Person, Don Prosser and Joyce Hayes are on the finance committee. No changes necessary.
3. Set Finance Committee meeting near end of April: April 30 at 4:00 p.m.
4. Authorize the finance committee to approve all bills to be paid by the last day of the fiscal year, not to exceed budgetary authority. Barbara Levine made a motion to authorize the finance committee to not exceed the budgetary authority and to pay remaining bills. Harriet Simon seconded. MOTION passed unanimously.
5. Acceptance of the financial report for March 2015. We are on target for most line items. We are under budget in salary. We've received more donations than anticipated this year. The board noted that we need more budgeted for food and beverage line 240 (for programs). Philip Brown made a motion to accept the financial report. Barbara Levine seconded. MOTION passed unanimously.

Librarian's report.

1. 11 Days for Compassion. There were thirty-six sponsors for forty programs taking place in twenty locations. The program sponsors were from several community sectors, including SIU affiliated groups, United Nations Association of USA - Southern Illinois Chapter, churches and many others. In its role as co-coordinator, the Carbondale Public Library maintains a website at www.nonviolentcarbondale.org and creates a brochure listing all forty programs. Attendance was high at all of the programs the Library Director attended. Most of the programs dealt with serious issues such as poverty, homelessness and equality. The Library's Human Library program, intended to build connections and break down stereotypes, was a success.
2. Staff Day. The staff will visit the newly renovated Six Mile Regional Library District in Granite City, IL. The Black Belt Librarian will do an in-service training for Carbondale and Granite City staff.
3. Lifting or eliminating circulation limits on reciprocal borrowers. Roland Person moves to treat reciprocal borrowers the same as our own in terms of loaned materials. Barbara Levine seconded. MOTION passed unanimously.
4. Patron behavioral issues. Discussed the behavior of a patron who may be stalking library staff. He was sighted driving slowly or parked near the homes of some staff (one on a country road). He is frequently in the library and has been asking staff a lot of personal questions.
5. Other. The library has gotten a lot of media coverage in the past month for the Human Library, the Keats grant and 11 Days for Compassion. The FY16 budget hearing will take place at the City Council meeting on April 14, and the budget will be passed by the City Council on April 28. The Director will attend, and Trustees are welcome to attend.

Committee reports.

The Finance Committee will meet at 4pm on Thursday, April 30.

Unfinished business.

None.

New business.

None.

Other.

Harriet Simon distributed the Friends' book sale information (April 24-26). The Evergreen Garden Club will be having a yard sale and plant sale outside of the Brush Building during the sale.

Adjournment.

Adjourned at 6:15 p.m.

Next Board Meetings for 2015 (all in Public Library meeting room, 4:30 p.m.): May 13, June 10, July 8, August 12, September 9, October 14, *November 18, December 9. (*note: proposed date for November is the third Wednesday of the month due to Veteran's Day closing; all other dates are the second Wednesday.)

Respectfully submitted:

Susan Tulis, Secretary

Prepared by: Diana Brawley Sussman, Librarian Director

Carbondale Public Library Board of Trustees

Wednesday, May 13, 2015

4:30 p.m.

Meeting Room

405 West Main St.

Carbondale, IL 62901

MINUTES

Call to order.

Called to order at 4:30 p.m.

Roll call.

Introductions, audience and visitors. Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes. The Library Board may cut short any comments that are irrelevant, repetitious, or disruptive. (Id. at 1425-26).

Present.

Philip Brown, President

Barbara Levine, Vice President

Susan Tulis, Secretary

Don Prosser, Treasurer

Joyce Hayes

Roland Person

Harriet Simon

Sharifa Stewart

Absent.

Julian Pei (1)

The number following the Trustee's name indicates the number of absences this fiscal year.

Staff present.

Diana Brawley Sussman, Library Director

Gwen Hall, Finance Manager

Jeannie Kernaghan, Circulation/Cataloging

Visitors present.

None.

President's report.

None.

Secretary's report.

1. Approval of the April 8, 2015 minutes. Barbara Levine made a motion to approve minutes. Roland Person seconded. MOTION passed unanimously.

Correspondence and communications.

None.

Financial report.

1. Approval of bills payable up to and including bills due May 16, 2015 to June 15, 2015. Roland Person made a motion to pay bills. Susan Tulis seconded. MOTION passed unanimously.

2. Review end of FY15 revenue and expenses. Everything was fairly on point. Expenses were down in salary due to staff turnover. The board thanked Finance Manager Gwen Hall for providing graphs. The FY15 budget was very close in expenditures, and high in revenue thanks in part to unanticipated donations. Our FY15 Per Capita grant came early again.
3. Acceptance of the financial report for April 2015. Barbara Levine made a motion to accept the financial report. Roland Person seconded. MOTION passed unanimously.

Librarian's report.

1. Building and grounds maintenance. In April we repaired nine broken HVAC wall units, installed new doors at the Monroe Street entrance, resurfaced the parking lot, and purchased security cameras. The Director reviewed maintenance issues to be addressed in the coming fiscal year. Discussed an estimate for encasing the south wall of the Brush building with siding to prevent water leakage. The board would like to find out what it would cost to replace the south wall.
2. Vote on method for collecting non-resident fees. Roland Person made a motion to continue using the tax bill method. Philip Brown seconded. MOTION passed unanimously.
3. Trustee terms of office. Terms are expiring for three board members. Those Trustees should contact the mayor if they wish to be considered for reappointment.
4. Conduct of Patrons policy review. Potential revisions were discussed. No action taken.
5. Other. Part time clerk George Pal resigned. There are no plans to fill that position. The Director is currently serving as a mentor for Synergy, the Illinois Library Leadership Initiative, an Illinois State Library program. This is quite an honor and a valuable learning experience.

Committee reports.

1. Approval of April 30, 2015 Finance Committee minutes. Harriet Simon made a motion to approve minutes. Joyce Hayes seconded. MOTION passed unanimously.

Unfinished business.

None.

New business.

1. Disruptive patron conduct. Roland Person made a motion to ban two disruptive patrons until & unless there is further action from the board. Susan Tulis seconded. MOTION passed unanimously.

Other.

Harriet Simon reported that the Friends earned just under \$4000 in sales at the book sale, and \$620 in memberships.

Adjournment.

Adjourned at 5:51 p.m.

Next Board Meetings for 2015 (all in Public Library meeting room, 4:30 p.m.): June 10, July 8, August 12, September 9, October 14, *November 18, December 9. (*note: proposed date for November is the third Wednesday of the month due to Veteran's Day closing; all other dates are the second Wednesday.)

Respectfully submitted:

Susan Tulis, Secretary

Prepared by: Diana Brawley Sussman, Library Director