



# HUMAN RELATIONS COMMISSION

Quality Services for a Quality Community

## MEMBERS

Patrick Cannon  
Chuck Grigsby  
Karen Hoene  
Carla McWherter, Vice Chair  
Liz Miller  
Talyce Murray, Chair  
Sean Perry  
Thasin Sardar

**City Council Liaison**  
Aaron Stephens

**Staff Liaison**  
Shelli Neumann  
(517) 319-6893

**City of East Lansing**  
**DEPARTMENT OF HUMAN**  
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## AGENDA

**October 2, 2019, 7:00 PM**

**Court City Council Conference Room**  
**East Lansing, MI 48823**

- 1) Opening
  - A) Roll Call
  - B) Review of Agenda for October 2, 2019
  - C) Approval of Minutes for September 4, 2019
  - D) Introduction of New Commissioner Thasin Sardar
- 2) Public Comment
- 3) Written Correspondence
- 4) Council Liaison Comments
- 5) Staff Liaison Comments
- 6) Commissioner Concerns
- 7) Old Business
  - a) Complaint Status Update
  - b) Public Safety Review Board—Subcommittee Recommendations (Attachment)
  - c) HRC: High School Representative Seat
  - d) *Coffee & Conversation* Update
- 8) New Business
  - a) Conversation with ELHS
  - b) February 2020 Event Planning
- 9) Adjournment

## CALENDAR:

January, Stalking Awareness Month  
January, Martin Luther King Jr. Day  
March 7, East Lansing's Ban on Discrimination Based on Sexual Orientation  
April 7 -13 Crime Victims' Week  
April, Sexual Assault Awareness Month  
July 26, Anniversary of the Passage of the Americans with Disabilities Act (ADA)  
October, Domestic Violence Awareness Month & Breast Cancer Awareness Month

PLEASE NOTE: Meeting starts at 7:00 PM and will be held in the Court/City Council Conference Room. If you will not be at the meeting, please call Shelli Neumann (319-6893).

**CITY OF EAST LANSING**  
**EAST LANSING CITY COUNCIL**  
**RESOLUTION 2019-\_\_**

**A RESOLUTION ESTABLISHING A TASK FORCE TO  
MAKE RECOMMENDATIONS TO THE CITY COUNCIL  
FOR THE INITIAL MEMBERSHIP OF THE SAFETY  
OVERSIGHT COMMISSION TO BE FORMED PURSUANT  
TO ORDINANCE #1463 AS WELL AS TO MAKE  
RECOMMENDATIONS FOR CHANGES TO ORDINANCE  
#1463**

WHEREAS, the East Lansing Human Relations Commission believes that the City of East Lansing (CoEL), East Lansing Police Department (ELPD), East Lansing Fire Department (ELFD), Police Association of Michigan (POAM), (other negotiating unions for ELPD and ELFD/EMS) are united in the desire to increase transparency and open dialog in order to ensure that the rights of all those who live in and visit the CoEL are respected in all interactions with CoEL PD FD/EMS, and to identify and make improvements when that goal is not being met; and

WHEREAS, in an effort to prevent incidents, cities across the nation have faced and promote community trust in its local departments, the Human Relations Commission recommends the creation of a Public Safety Oversight Commission; and

WHEREAS, the City Council introduced Ordinance #1463 at its meeting on June 4, 2019; and

WHEREAS, Ordinance #1463, when and if adopted by the City Council, will establish a Public Safety Oversight Commission (Oversight Commission); and

WHEREAS, the Human Relations Commission is recommending that the proposed Oversight Commission be initially comprised of persons who were recommended for appointment by an Ad Hoc Task Force comprised of 9 voting members and 2 non-voting members with a high level of diversity with representation of the persons protected by Chapter 22 of the City Code with a strong focus on high impact communities (African American and Latinx); and

WHEREAS, the Human Relations Commission is also recommending that the Ad Hoc Task Force also make recommendations to Council regarding potential changes to Ordinance #1463; and

WHEREAS, the City Council accepts the recommendation of the Human Relations Commission to consider recommendations to Council regarding the initial appointments of the proposed Oversight Commission from an Ad Hoc Task Force as well as consider recommendations on ordinance changes from the Ad Hoc Task Force;

NOW, THEREFORE, BE IT RESOLVED, that the City of East Lansing City Council hereby creates and establishes an Ad Hoc Task Force (Task Force) for the recruitment and recommendation to the City Council for appointment of members to the initial Oversight Commission. The Task Force shall consist of nine voting members and 2 non-voting members consisting of the following persons,

Voting members shall be comprised of:

- 1 Human Relations Commissioner
- 1 University Student Commissioner
- 7 members of the public

To the extent possible, this Task Force shall be comprised of a high level of diversity, with as much accurate representation of the persons outlined in Chapter 22 of the City Code, with a strong focus on high impact communities (African American & Latinx). There shall be no less than one (1), but no more than two (2) non-voting members of the East Lansing Police Department and the East Lansing Fire/EMT Department as appointed by the Chiefs of those departments. The role of the non-voting members will be to provide insight and institutional understanding of the processes and procedures the Task Force will be investigating. As well as encourage a spirit of transparency between the eventual Public Safety Oversight Commission and the Public Safety bodies of our City. No City staff or elected official shall be eligible to sit on the Task Force in a voting capacity. *However, sitting members of the Task Force shall be allowed to become Commissioners on the eventual Public Safety Oversight Commission.* Members of this Task Force will have a role in the recruitment and recommendation of the first sitting Public Safety Oversight Commission.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Task Force shall meet for a period of no more than six(6) months in order to achieve the deliverables outlined in this resolution. Once the Task Force, as outlined in this Resolution, has made its final recommendations and submitted them to the Human Relations Commission and the East Lansing City Council shall be automatically dissolved without a further Council Resolution. In its place shall be the long-standing Public Safety Oversight Commission. The Task Force may seek an extension of this six month deadline if the eventual recommendation submitted to City Council is not approved. If that is the case, the Task Force shall be able to request an extension for a period of no more than three (3) months to make additional recommendations.

NOW, THEREFORE, BE IT FURTHER RESOLVED that upon approval of this Resolution, the Human Relations Commission shall create an application form for membership on the Task Force and submit it to Council for approval. Upon approval by Council of the

application form, the Human Relations Commission shall publicize the formation of the Task Force and solicit applications from the public. Publicity shall include at least one press release that will be circulated by the City to the media and to the Council of Neighborhood Presidents, a written poster or flier, and written, email, online, or in-person communication with organizations in the community that may have an interest in oversight of public safety departments. The Human Relations Commission, or a duly appointed subcommittee thereof, shall review all applications for membership on the Task Force. The Human Relations Commission shall make a written recommendation to City Council for appointment of members to the Task Force based on criteria and spirit of this Resolution and any additional criteria agreed upon during the creation of the application and set forth therein. The recommendations to Council will place a special importance in increased inclusion of the protected groups formerly mentioned herein.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the goal is to have the Task Force have its first meeting take place no later than January of 2020 and submit a recommendation to City Council no later than June 12th 2020. The Task Force shall meet Biweekly with expected correspondence between meetings among members and the community to continue outside of regular meeting hours. With a schedule of biweekly meetings and a functioning timeline of six (6) months, there should be no more than twelve (12) meetings of the Task Force. Meeting protocols for public announcement and transparency of this Task Force shall follow that of the Human Relations Commission, and that of all other City Commissions.

- Both written and spoken comments from the public will be accepted and encouraged at the start of every meeting,
- Agenda items, received public comment, and all documents germane to the meeting agenda will be made available to the public no less than 24 hours from the start of the meeting.

This Task Force shall function in complete compliance with the Open Meetings Act.

NOW, THEREFORE, BE IT FURTHER RESOLVED that this Task Force shall be subject to Section 2-249 of the City Code regarding compensation of members and entitlement to reimbursements of expenses.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Task Force shall consider and make recommendations to City Council regarding the following:

- I. The framework by which the eventual Public Safety Commission shall function.  
Including:
  - A. The timeline by which a report has been received by the Commission until it is reviewed and decided on
  - B. The guidelines by which the Commission shall review reports to determine if a further inquiry shall be conducted by the City Manager,

- C. The frequency which the Commission shall meet and of what nature.
  - 1. Ex. Will the Commission review and make a decision at the meeting? Or shall they review separately, and then vote in person?
- II. Update/Create processes for reporting discrimination carried out by the East Lansing Police Department and East Lansing Fire Department to ensure accessibility for all within the community.
- III. Create a tracking system to be used to report to the Human Relations Commission
  - A. How many reports of gender discrimination reports the city received in a calendar year? Etc.
- IV. Review any provisions of the laws of the State of Michigan, the City Charter, collective bargaining agreements of employees of the Police Department and Fire Department with the City of East Lansing, and the Public Act 312 binding arbitration process that pertain to the design and function of an independent oversight commission.
- V. Determining the application process and makeup of the eventual Public Safety Oversight Commission

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Task Force shall work toward achieving these key outcomes by executing the following:

- I. Intentional Community Outreach in order to bring more experience and perspective to the table to inform the final recommendation.
  - A. This recommendation will also garner information about the best way to have public complaints submitted-- in order to increase transparency and accessibility with a community-friendly process to inform the creation/updating of a reporting process.
  - B. The Task Force shall hold at least one meeting that will be advertised to the public at which various models of independent public oversight of employees of municipal public safety departments are presented and members of the public are invited to comment about which model would be most effective for the City of East Lansing.
- II. Regular meetings with East Lansing police and EMT leadership.
  - A. These meetings will cover current practices, in house policies, and training. This will serve as the proactive arm of the task force. What can we do to prevent incidents from happening?
  - B. This will inform the creation of the review process to be used by the Public Safety Oversight Commission so that there is an intimate understanding of in house practices.
- III. Members become familiar with similar efforts across the nation
  - A. Ann Arbor, Michigan, Boulder, Colorado are examples
  - B. The purpose of this is to be informed of successful and unsuccessful practices and models. To be used when creating the East Lansing model.

- IV. May establish sub-committees which may be authorized to gather information, consult experts, obtain input from the public, and make recommendations to the Task Force as to any of the assigned tasks.
- V. Review the current environment of public safety reports in the City of East Lansing
  - A. Members shall review no less than three (3) years(2017-2019) of filed reports, as presented to the HRC
  - B. Note how many complaints were filed for similar discrimination claims
    - 1. Ex. Racial discrimination, gender, age, etc.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council will refer to the Task Force's recommendations and will seek the Human Relations Commission's recommendations before the Council votes on any ordinance creating a Public Safety Oversight Commission.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the creation of this Task Force does not imply nor shall it result in the HRC relinquishing powers granted to the body by Sec. 2-362 (8) of the East Lansing City Code.

NOW, THEREFORE, BE IT FURTHER RESOLVED that The Ad Hoc Task Force shall not conduct any investigation or take other actions that would violate standing contracts between the City and its officials or employees.



# HUMAN RELATIONS COMMISSION

Quality Services for a Quality Community

## MINUTES

**September 4, 2019–7:00 P.M.**  
Court/City Council Conference Room  
East Lansing, MI 48823

### MEMBERS

Patrick Cannon  
Chuck Grigsby  
Karen Hoene  
Carla McWherter, Vice Chair  
Liz Miller  
Talyce Murray, Chair  
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### 1) **Opening**

#### A) Roll Call

Present at the meeting were Commissioners Cannon, Grigsby, Hoene, McWherter, Miller, Murray and Perry. Also present were Aaron Stephens, City Council Liaison, and Shelli Neumann, Staff Liaison.

#### B) Review of Agenda

The Commission approved the agenda for September 4, 2019. Motion by Cannon; second by McWherter. All yeas; motion carried.

#### C) Approval of Minutes

The Commission approved the minutes for August 7, 2019. Motion by McWherter; second by Cannon. All yeas; motion carried.

### 2) **Public Comment**

Chris Root, 729 Sunset, shared and explained a draft resolution that she wrote regarding recommendations for the Public Safety Review Board Ad Hoc Committee.

Anna Fisher, 1657 Snyder Rd., spoke to the HRC about the Public Safety Review Board Ad Hoc Committee sub-committee recommendations.

### 3) **Written Correspondence**

- Nell Kuhnmuensch, 812 Applegate, submitted an email to the HRC regarding the Public Safety Review Board Ad Hoc Committee sub-committee recommendations.
- Sponsorship request for the Dr. William G. Anderson Lecture Series: Slavery to Freedom, 2020.

### 4) **Council Liaison Comments**

Councilmember Stephens noted:

- Thasin Sardar will be appointed as a Human Relations Commissioner at next week's City Council meeting.
- The Conversion Therapy Ordinance and/or resolution will be voted on at next week's City Council meeting.

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5) **Staff Liaison Report**  
None

6) **Commissioner Concerns/Items**  
None

7) **New Business**

A) HRC Complaint Process

Commissioners received and reviewed an updated HRC Complaint Process which included a change to the process, last updated in March 2013. The updated process allows for the Chair/Vice Chair to participate in the recording of the complaint.

Motion by Hoene to adopt the updated complaint procedure; second by Grigsby. All yeas; motion carried.

B) Complaint of Discrimination: R. Horton

Commissioner reviewed the written, notarized complaint from Horton. Commissioners requested that Staff Liaison Neumann get some additional information from Horton regarding her complaint. Commissioners suggested discussing other reporting options with Horton. Fair Housing of Southeast Michigan may be a resource for her.

Motion by Cannon to accept Horton's complaint, supplemented by the additional requested information; second by Hoene. All ayes; motion carried.

C) Public Safety Review Board: Subcommittee Recommendations

Chair Murray shared a final draft of subcommittee recommendations regarding the Ad Hoc Task Force for a Public Safety Review Board with the HRC. Murray noted that both City Councilmember Stephens and City Attorney Yeadon had reviewed the draft. The next step is to create a resolution and take it to City Council for approval; Stephens and Yeadon will write the ordinance.

Commissioners noted that they would like additional time to review and consider the draft language. Several edits were suggested. Several commissioners noted that they are concerned with the draft recommendation's inclusion of "no less than one (1), but no more than two (2) non-voting members of the East Lansing Police Department and the East Lansing EMT Department."

Next Steps: Murray will revise the draft recommendations based on the Commission's input and provide an updated draft to the HRC, via email, by September 12. Commissioner comments/input will be accepted through September 18. Final recommendations will be sent to Stephens and Yeadon by September 20 for resolution creation. Tentatively, the resolution could go to City Council at their October 8 meeting.

D) High School Representative Seat

Chair Murray stated that she had conversations with several commissioners regarding the possibility of adding a ninth seat to the HRC, designated permanently for an East Lansing High School representative.

Commissioner Miller noted that she was opposed to designating a permanent ninth position specifically for a high school student. Reasons include that no other seats are specifically designated for a resident category; and, lots of time/effort are required to mentor a student in this position.



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It was moved by Hoene to table the decision of adding a ninth HRC position for an East Lansing High School student to the October meeting; second by Perry. All ayes; motion carried.

8) ***Coffee & Conversation—HRC Monthly Event***

Commissioners discussed the August 18 Coffee & Conversation on the topic of Hate Crimes. It was well received and included lots of conversation around the topic. Kudos to Commissioner Cannon and former-Commissioner Baum for facilitating the event.

Chair Murray noted that she is facilitating the September 22 Coffee & Conversation: LGBTQ Edition. She has invited stakeholders in the community and asked for input.

Coming up: October 20, 1:00 – 3:00 P.M., Coffee & Conversation: Disabilities & Accessibility Edition, hosted by Commissioner Karen Hoene at Grand Traverse Pie Company.

9) **Adjournment**

The meeting was adjourned at 8:57 PM. Motion by Hoene; second by Grigsby. All yeas; motion carried.

sln

**HRC ATTENDANCE: 2019**

Name	Term Expires	Jan 16	Feb 6	March 6	Apr 10	May 1	Jun 5	July 2	Aug 7	Sep 4	Oct 2	Nov 6	Dec 4	TOTAL ABSENT
Baum, Daniel	2020	P	P	P	P	P	P	P	P	X	X	X	X	
Cannon, Pat	2020	P	P	P	P	P	P	P	P	P				
McWherter, Carla	2019	P	Ab	P	P	P	P	P	P	P				
Miller, Liz	2019	P	Ab	P	Ab	P	P	P	Ab	P				
Murray, Talyce	2019	Ab	Ab	Ab	P	P	LOA	LOA	P	P				
Watson, Dana	2021	P	P	X										
Hoene, Karen	2021	X	X	P	P	P	P	P	P	P				
Perry, Sean	2021							Ab	Ab	P				
Grigsby, Chuck	2020								P	P				

P= Present

Ab=Absent

NA=Not Applicable

First Meeting