



MINUTES OF EQUAL RIGHTS COMMISSION

THURSDAY, FEBRUARY 8, 2024, 5:30 PM

City Hall, Room 604 - The Harry Maier Room.

Virtual attendance is also available via Zoom.

A. ZOOM MEETING INFORMATION.

I. Join Zoom Meeting Online:

<https://us06web.zoom.us/j/87139363656?pwd=MHRIU1Vyb3dmd2x6eHhsN0x3Ry9yZz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 871 3936 3656

Passcode: 182212

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. ROLL CALL.

Present: Tara Yang, Marcus Grignon, Jim Hutchison, Stephanie Guzman, Cristina Ortiz, Michael Vinson, Jon Shelton, Chief of Operations Joe Faulds, Workplace Culture Specialist Andrea Fox, and others.

Excused: Said Hassan

C. APPROVAL OF THE AGENDA.

I. Approval of February 8th, 2024, Equal Rights Commission meeting agenda.

Moved by Stephanie Guzman, seconded by Ald. Jim Hutchison to approve.

Motion Passed.

Yes- Cristina Ortiz, Tara Yang, Michael Vinson, Marcus Grignon, Jon Shelton, Stephanie Guzman, Jim Hutchison, No- None, Abstain- None.

D. APPROVAL OF MINUTES.

I. Approval of the December 14, 2023, Equal Rights Commission meeting minutes.

Moved by Ald. Jim Hutchison, seconded by Stephanie Guzman to approve.

Motion Passed.

Yes- Cristina Ortiz, Tara Yang, Michael Vinson, Marcus Grignon, Jon Shelton, Stephanie Guzman, Jim Hutchison, No- None, Abstain- None.

E. REGULAR BUSINESS.

1. INFORMATION ONLY: Presentation from the Law Department regarding the rights and responsibilities of commissioners when working with the public for things like the ERC Visibility Initiative.

Presentation attached at the end of this Minutes document.

2. For consideration with possible action to appoint a Chair.

Moved by Jon Shelton, seconded by Stephanie Guzman to reappoint Commissioner Tara Yang as Chair.

Motion Passed.

Yes- Cristina Ortiz, Tara Yang, Michael Vinson, Marcus Grignon, Jon Shelton, Stephanie Guzman, Jim Hutchison, No- None, Abstain- None.

3. For consideration with possible action to appoint a Vice Chair.

Moved by Ald. Jim Hutchison, seconded by Jon Shelton to reappoint Commissioner Stephanie Guzman as Vice Chair.

Motion Passed.

Yes- Cristina Ortiz, Tara Yang, Michael Vinson, Marcus Grignon, Jon Shelton, Stephanie Guzman, Jim Hutchison, No- None, Abstain- None.

4. For consideration with possible action on the initiative to install signage that has the City of Green Bay in the language of each culture represented in Green Bay that was held over from the August 17, 2023 Equal Rights Commission meeting.

Moved by Marcus Grignon, seconded by Ald. Jim Hutchison to hold until next ERC meeting.

Motion Passed.

Yes- Cristina Ortiz, Tara Yang, Michael Vinson, Marcus Grignon, Jon Shelton, Stephanie Guzman, Jim Hutchison, No- None, Abstain- None.

5. To appoint a commissioner to lead the Visibility Initiative and review/adjust the timeline of the initiative.

Moved by Jon Shelton, seconded by Ald. Jim Hutchison to appoint Commissioner Guzman and Commissioner Grignon as co-leads of the Visibility Initiative.

Motion Passed.

Yes- Cristina Ortiz, Tara Yang, Michael Vinson, Marcus Grignon, Jon Shelton, Stephanie Guzman, Jim Hutchison, No- None, Abstain- None.

6. For consideration with possible action on the Equal Rights Commission Community Survey.

Moved by Stephanie Guzman, seconded by Ald. Jim Hutchison to refer to staff and finalize at next ERC meeting.

Motion Passed.

Yes- Cristina Ortiz, Tara Yang, Michael Vinson, Marcus Grignon, Jon Shelton, Stephanie Guzman, Jim

Hutchison, No- None, Abstain- None.

7. INFORMATION ONLY: To review the [Green Bay Civil Rights Ordinance](#) as a refresher.

Quorum was lost at 6:50 pm.

F. INFORMATIONAL.

1. Update on the Housing Report recommendations.
2. Update on the end of year ERC report to the Common Council.
3. Chair update.
4. Next Equal Rights Commission Meeting: March 14th, 2024.

G. ADJOURNMENT.



Equal Rights Commission Training Session

Lindsay Mather
Assistant City Attorney

Duties of the Commission

(§ 12-11, GBMC)

- ▶ Monitor employment, contracting, and programming activities of the City
- ▶ Prepare and provide reports to Mayor & Council
 - Efforts to promote equal rights, equal opportunities, positive community relations, eliminate discrimination and inequities
 - In City government and in the City as a whole
- ▶ Engage with employers, housing providers, community organizations, and other stakeholders
 - Providing equal opportunities throughout the City
 - Raising awareness of important equity issues



Conflicts of Interest

(§ 2-324(c), GBMC)

- ▶ Duty to disclose all conflicts of interest
 - Any interest which directly yields a monetary or other material benefit.
 - Recusal is required when you have a direct financial or personal interest in a matter before the Commission which tends to impair independence of judgment
- ▶ Section 2-324, GBMC



Bias

- ▶ Having an opinion does not mean you are biased
- ▶ When you have a personal or professional connection to a person/project/matter before the Commission, you must disclose that connection
 - State the connection on the record, as well as whether you are able to remain impartial
- ▶ Recusal is only required when you are actually biased or there is an impermissibly high risk of bias



Political Activity

(§ 2-326, GBMC)

- ▶ City employees may not engage in activity aimed at influencing the outcome of a referendum or supporting a candidate for elective office while serving in their official capacities
- ▶ Commissioners and others subject to the City's ethics ordinance may not solicit City staff for political support of a candidate or referendum position
- ▶ Employees and Commissioners are free to exercise their constitutional rights to engage in political activity in their private, unofficial capacities



Social Media Policy

- ▶ Posts on behalf of the Commission
 - Any official communications from the Commission should be on a dedicated City social media page subject to the City's social media policy
 - Use only for communicating Commission business
- ▶ Individual pages
 - If obvious connection to role with the City, a disclaimer may be necessary
 - i.e., "This post reflects my personal opinions and does not necessarily represent the views of the City of Green Bay."

