

## **CRC Meeting Minutes**

**December 12, 2019**

Oxford Municipal Building, 2<sup>nd</sup> Floor – 4:00pm

Members Present: Dan Umstead, Brian Revalee, Kathy McMahon

Ex-Officio Members Present: Doug Elliott, Executive Director, Jessica Greene, Assistant City Manager

Excused: Erin Von Bergen

### **I. Call to Order: 4:04 PM**

Doug Elliott called the meeting to order.

### **II. Approval of the September, 2019 Meeting Minutes**

Dan Umstead moved and Kathy McMahon seconded to approve the September, 2019 Meeting Minutes as presented. The motion passed unanimously.

### **II. Old Business**

- A. Kathy McMahon asked about if there was any follow up from the letter that was mailed to the claimant from the last meeting. Doug Elliott reported that the letter was sent with EEOC contact information and that the city has not heard anything in response.

### **IV. New Business**

- A. Guest Presentation by EEOC Guest Speaker: Fred BruBaker.

### **VI. Adjournment.**

Brian Revalee moved and Dan Umbstead seconded to adjourn the meeting at 5:02pm. The motion passed unanimously.

**CIVIL RIGHTS COMMISSION**  
**March 25, 2021**

**CALL TO ORDER**

The Oxford Civil Rights Commission virtual meeting of March 25, 2021 was called to order at 4:00 p.m. by Jessica Greene, Assistant City Manager. Members present were: Kathy McMahon-Klosterman, Brian Revalee, Erin Von Bergen, Matt Arbuckle and Lisa Newman.

**WELCOME NEW MEMBERS**

Ms. Greene introduced herself noting she was one of the Co-Chairs of the Oxford Comprehensive Plan Steering Committee. The commission members introduced themselves and provided some information about their backgrounds.

**APPROVAL OF MINUTES**

Minutes of the December 12, 2019 Civil Rights Commission Meeting.

Most of the Commissioners did not review the minutes prior to the meeting and Ms. Von Bergen was not present at the last meeting. The minutes were tabled until the next meeting.

**COMPREHENSIVE PLAN UPDATE – CRC’S ROLE**

Ms. Greene discussed Resolution No. 7235 adopted by City Council in November of 2020, which directs Council to appoint a Comprehensive Plan working group to develop a chapter focused on “A Safe, Healthy, and Equitable Oxford”. Ms. Greene also discussed Resolution No. 7256 adopted by City Council on February 2, 2021 with regard to the City committing to a strategic planning model of governance. The Resolution directs Council and staff to collaborate with boards and commissions to establish annual policy agendas aligned with Council’s strategic priorities.

Ms. Greene provided a PowerPoint presentation, which was previously shared with the Chair of each board and commission and reviewed the plan to move forward with updating the Oxford Comprehensive Plan and the board and commission member’s role in the process. Ms. Greene advised a member of each board and commission needed to be appointed to the Comprehensive Plan Steering Committee.

After discussion and a question and answer period, Mr. Arbuckle offered to be nominated to the steering committee as the Civil Rights Commission’s representative. All members were in favor of the nomination.

Mr. Elliott joined the meeting at 4:27 p.m. and welcomed the new members to the commission.

The commission discussed the need to collect data and Ms. McMahon-Klosterman inquired if there was a file with all complaints received by the CRC and the resolution to each of them. Mr. Elliott advised yes, and noted he would send the information to commission members.

Ms. Newman advised she was a member of Age Friendly Oxford and advised they had data that she felt would be useful.

Ms. Greene advised the commission would likely meet again in early June to discuss potential questions for a community survey and Comprehensive Plan data. Ms. Greene noted Council would approve nominations to the Comprehensive Plan Steering Committee on April 20, 2021.

### **ADJOURN**

Ms. Von Bergen moved to adjourn at 4:42 p.m. Ms. McMahon-Klosterman seconded. The motion passed 5-0-0.