



# AGENDA

## Civil Rights Commission

6:00 PM - Wednesday, December 1, 2021  
City Hall, 1225 6th Avenue

Page

### CALL TO ORDER

### ROLL CALL

### PUBLIC FORUM

This time is for comments from the public on topics listed on the agenda or general comments related to the work of the Commission.

### PRESENTATIONS/GUEST SPEAKERS

#### REGULAR AGENDA

1. Motion to approve the November 3, 2021 minutes 2 - 4  
[Civil Rights Commission - Nov 03 2021 - Minutes - Pdf](#)
2. Executive Committee Report
3. Cedar Rapids Executive Director/Liaison Report 5  
[MCRC ED Report 12.1.21](#)
4. Inquiry & Complaint Update 6  
[Complaint Inquiries & Intakes As of 11.22.21](#)
5. Community Equity Task Force Report
6. School Districts Meeting Report Out
7. Motion to approve the 2022 Strategic Plan 7 - 13  
[MCRC Strategic Plan - 2022 - Draft](#)  
[Strategic Plan Comments from Steve Moshier](#)
8. Chair and Vice Chair Nominations
9. Commission Vacancies
10. Discussion on Human Rights Proclamation: December 9, 2021

### PUBLIC FORUM

This is additional time is for comments from the public on topics listed on the agenda or general comments related to the work of the Commission.

### COMMISSIONER COMMENTS

During this portion of the meeting, Commissioners may bring forward communications, concerns, and reports on various matters.

### ADJOURN

Any visually impaired or hearing impaired person needing assistance to participate in this meeting should contact the Civil Rights staff liaison at (319) 743-6301 at least 48 hours prior to the meeting.



# MINUTES

## Civil Rights Commission

6:00 PM - Wednesday, November 3, 2021

City Hall, 1225 6th Avenue

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*\*Minutes are in draft format until approved at the next meeting\**

The Civil Rights Commission of the City of Marion, Linn County, Iowa met on Wednesday, November 3, 2021, at 6:00 PM, in the Council Chambers of City Hall, 1225 6th Avenue, with the following members present:

PRESENT: Angelica Vannatta, Kent Jackson, Chris Stoner, Jennifer Tibbetts, Bret Nilles, Renae Forsyth-Christy, Ann DiGiacomo, and Steven Moshier

ABSENT: Selita Jansen, Okpara Rice, and Dave Baumler

STAFF PRESENT: Amal Eltahir and Alicia Abernathey

OTHERS PRESENT: None

### CALL TO ORDER

The meeting was called to order at 6:01 p.m.

### ROLL CALL

Commissioners and staff introduced themselves.

### PUBLIC FORUM

No one from the public wished to speak.

Moshier asked why the public forum is framed the way it is with only one public comment section at the beginning of the agenda when City Council has a section at the beginning and the end. Eltahir and Abernathey explained the thought behind having it at the beginning of the agenda. Commissioners provided feedback and decided to have public comment sections at the beginning and end of the agenda.

### REGULAR AGENDA

#### Motion to approve the October 6 and October 20, 2021 minutes

Nilles indicated the October 6, 2021 minutes should indicate it was a virtual meeting, not in person at City Hall.

Moved by Nilles, seconded by Moshier, to approve the October 6 and October 20, 2021 minutes, as amended.

Approved unanimously

## **Executive Committee Report**

Jackson stated the executive committee met to discuss the agenda and the strategic plan was the main part of the discussion. Vannatta stated there was also an in depth conversation on outreach opportunities.

## **Cedar Rapids Executive Director's Report**

Jackson stated the reports are included in the packet and the last inquiry or intake was September 24, 2021.

Moshier stated he doesn't believe the report adequately aligns with the issues in the community as there are needs for low income housing and senior housing.

Eltahir stated the intake and inquiry process has been brought in house and will no longer be handled by the Cedar Rapids Civil Rights Commission (CRCRC). Abernathey asked if there is information the Commission would like to see on the report going forward. Commissioners provided feedback on the things they would like to see in the report.

Vannatta stated the CRCRC director was not able to attend the meeting and with the Commission recently deciding to get rid of the Cedar Rapids liaison there isn't anyone to communicate what is going on with the CRCRC. Following discussion, the Commission agreed to go back to having a Cedar Rapids liaison who will attend CRCRC meetings and report back to the Commission.

## **Community Equity Task Force Report**

Tibbetts stated the task force reviewed recommendations at the last meeting and voted to combine two sets of recommendations into one set. Tibbetts stated one set was from staff and the other was from two task force members. Tibbetts stated a discussion was held regarding a recommendation on a certain number of hours of training that should be required for staff each year, but no specific amount was set. Moshier stated some of the task force members did not agree with setting a specific number and wanted to allow staff to work through the necessary process to determine the set amount. Moshier stated the consultant and staff want to move recommendations along in order to make requests in the current budget cycle.

### **Outreach Meetings Topics:**

- **Housing**
- **Schools**

Vannatta stated Ashley Balius with Linn County is having community conversations with stakeholders to hear what concerns there are in Marion regarding housing, including what groups are impacted. Eltahir stated the thought behind it is to put together a list of a wide variety of resources that will assist all of Linn County.

Jackson stated Linn-Mar and Marion Independent schools have had two meetings. Jackson stated MARE invited the Commission to work with them to determine recommended priorities to present to the school. Moshier stated the schools are struggling

with the definition of equity and are looking for a unified statement on equity. Tibbetts stated there was also discussion on how all of the groups can be connected. For example having the civil rights website linked to the schools websites.

### **Strategic Plan Discussion**

Vannatta stated a draft document for the strategic plan was put together based on discussions at two special meetings regarding the strategic plan. Vannatta stated she would like the Commission to evaluate the objectives and action steps outlined in the draft to ensure the Commission is in agreement. Commissioners discussed the draft plan and provided recommended changes.

### **COMMISSIONER COMMENTS**

Tibbetts stated some students have safety concerns in their school due to being part of the LGBTQ community. Tibbetts shared there was a recent incident that resulted in a LGBTQ student getting a concussion.

### **ADJOURN**

Moved by Moshier, seconded by Nilles to adjourn the meeting at 7:51 p.m.  
Approved unanimously

Respectfully submitted by:  
Alicia Abernathey, Administrative Assistant

**Marion Civil Rights Commission (MCRC)**  
**Executive Director's Report**  
December 1, 2021

**OUTREACH AND EDUCATION**

***Past Events***

- **Racial Equity Allyship Panel**

November 9, 6-7:30pm

Allyship framework; how to combat racism; and how to be an ally.

Presenters: Anthony Arrington and Stefanie Munsterman-Scriven

Moderator: Anne Harris Carter

Panelists: Jeffrey Disterhoft, Donna Barnes, Okpara Rice, Erika Brighi, and youth representative.

*Attendance: 50+ participants in person and 20+ via Facebook Live*

***Upcoming Events***

- **Legislative 101 Virtual Events**

Nonpartisan discussions of legislative process/policy approval process; how to contact policy-makers; and how to stay informed and understand issues, etc.

- Date TBD - Event 1: Extended invitation to National and state legislators
- Date TBD - Event 2: Extend invitation to local officials, School Board reps, Linn County Supervisors, City Council reps, Mayors, etc.

**OFFICE/ADMINISTRATIVE UPDATES**

- Interns joining in fall 2021 and potentially spring 2022.
- Stefanie participating in Leadership Iowa program October 2021 – June 2022. This program conflicts with most MCRC meetings.

Respectfully,  
Stefanie Munsterman-Scriven  
Executive Director

## Marion Intakes/Inquiries Received by CRCRC Since January 2, 2020

Complaints were referred to the Iowa Civil Rights Commission, HUD, or another agency
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	Date	Area	Basis	Details
1	January 2, 2020	Education	Race	Child being harrassed, followed, and "grabbed" by teachers
2	February 11, 2020	Housing	Association, Mental Disability, Physical Disability, Sex, National Origin	Feels harassed regarding emotional support animal, such as receiving notices regarding barking; feels landlord is monitoring her unit, activities, and guests; getting in trouble for smoking when males don't
3	April 23, 2020	Housing	Race	Landlord accusing tenant of dealing drugs from unit because of numerous visitors. Visitors are bringing supplies/food due to COVID-19. Landlord threatened to report tenant to Leased Housing if visitors continue
4	May 4, 2020	Housing	Physical Disability	Landlord requiring tenant to pay for accessible parking sign and indicating parking space cannot be located near the entrance, but would need to be 10 spaces away
5	May 4, 2020	Housing	N/A	Tenant is having issues with a "nuisance neighbor" and landlord will not do anything about it
6	June 5, 2020	Public Accommodation	Race	Differential treatment of children based on race
7	June 26, 2020	Employment	Race	Differential treatment based on race
8	July 14, 2020	Housing	N/A	Tenant is having issues with a neighbor and indicated the HOA will not do anything. No protected class. Referred for legal advice
9	November 20, 2020	Housing	Disability/ESA	Tenant states she was denied her ESA by her HOA. She will officially request the ESA and follow up with our office with the results
10	December 31, 2020	Public Accommodation	N/A	Caller stated she felt discriminated against but did not indicate protected class or basis of discrimination.
11	August 4, 2021	Employment	Sex	Differential treatment based on sex; has not been paid for several hours of work
12	August 31, 2021	Housing	Service Animal	Landlord is asking tenant to pay a monthly pet fee for her service animal
13	September 1, 2021	Housing	N/A	Water is shut off for several hours several times each month during the spring and summer months; tenants have been unable to reach landlord
14	September 24, 2021	Public Accommodation	Physical Disability	Local business does not have adequate wheelchair access to the building
15	September 24, 2021	Housing	N/A	Mobile home park manager asked tenant to give them the title to his mobile home so they can tear it down; told him they would charge him for tearing it down if he doesn't give them the title

Marion staff took over the handling of intakes/inquiries for Marion complaints on October 28, 2021
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# **Marion Civil Rights Commission**

## **Strategic Plan**

***January – December 2022***

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DRAFT



## **PURPOSE**

*The purpose of the Marion Civil Rights Commission is “to secure for all individuals within the City of Marion, freedom from discrimination because of age, color, creed, disability, familial status, gender identity, lawful source of income, marital status, national origin, race, religion, sex, or sexual orientation.”*

*To this end, the Commission will:*

- *Administer Chapter 31 of the Municipal Code of the City of Marion, which covers the civil rights laws of the State of Iowa within the corporate limits of the City of Marion*
- *Initiate, receive, investigate, conciliate, and determine the merits of discrimination complaints*
- *Serve as a source of information relative to civil rights*
- *Report to the Mayor and City Council on work performed by the Commission.*
- *By fulfilling this purpose, the Commission envisions a Marion community that is welcoming, inclusive and preserves the personal dignity for all people, particularly in the areas of employment, housing, credit, public accommodations, and education.*

## **ABOUT THE COMMISSION**

*The Commission shall consist of 11 members, appointed by the Mayor with approval of the City Council. Membership on the Commission shall be broadly representative of the City’s population and shall have diverse representation of the City’s population and its protected classes. The term of office is three years and members shall continue to serve until reappointed or replaced.*

## **STRATEGIC ACTION PLAN**

The Commission agrees to review the strategic plan at least once per quarter during a regular Commission meeting to assess progress and make recommendations to achieve our objectives.

### ***Objective 1: Protect the personal dignity of all individuals from discrimination***

- 1.1 *Speak up on behalf of protected classes as outlined in Chapter 31 of the Municipal Code of the City of Marion including age, color, creed, disability, familial status, gender identity, lawful source of income, marital status, national origin, race, religion, sex, or sexual orientation*
- 1.2 *Enforce civil rights ordinance to prevent discrimination in areas of employment, housing, credit, public accommodations, and education*
- 1.3 *Recommend policies, processes, or procedures that advance equity and create a community of belonging*

### ***Objective 2: Educate the public about human and civil rights***

- 2.1 Generate a list of community stakeholders who value diversity, equity, inclusion, and justice to learn more about their priorities
- 2.2 Build and strengthen relationships with community organizations to learn how they connect with their stakeholders about civil rights and discuss the needs and barriers they face as it relates to equity and belonging, specifically city departments, community libraries, coalitions, faith-based organizations, nonprofit organizations, and school districts
- 2.3 Train Commissioners to deliver presentations around the following topics: Know Your Rights, Overview of the Complaint Process, Fair Housing, and Diversity, Equity, Inclusion, and Belonging (DEIB)
- 2.4 Participate, sponsor, and organize community outreach events in partnership with the City of Marion and the City of Cedar Rapids Civil Rights Commission

**Objective 3: Engage in open and meaningful dialogue with protected classes and marginalize communities**

- 3.1 *Identify neighborhoods and groups that represent marginalized communities where or for whom discrimination complaints have been filed*
- 3.2 *Build and strengthen relationships with affinity groups aligned with protected classes to discuss the needs and barriers they face as it relates to equity and belonging*
- 3.3 *Create opportunities for inclusive conversations such as focus groups, community forums, and discussing groups*
- 3.4 *Plan and facilitate community events that celebrate culture, justice, diversity, and inclusion*

**Objective 4: Promote the Marion Civil Rights Commission to residents, businesses, and community members**

- 4.1 *Create an annual outreach plan which includes proclamations, social media posts, and press releases that focus on protected classes, issues related to civil rights, and creating a community of belonging*
- 4.2 *Develop a process to handle media requests, interviews, and presentations and create a speaker's bureau of trained, qualified Commissioners to speak on behalf of the Marion Civil Rights Commission*

## Alicia Abernathey

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**From:** steven moshier <moshier9633@yahoo.com>  
**Sent:** Wednesday, November 10, 2021 11:56 AM  
**To:** Alicia Abernathey; steven moshier  
**Subject:** Re: Strategic Plan Updated Draft

**Caution!** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know that the content is safe.

Alicia,  
Here are my 2 points that I wanted to make about the draft strategic plan. Nothing earth shaking or 'a hill to die', just something to think about.

### Point #1

In my opinion, I believe that the MCRC #1 objective is to Promote its existence to residents, businesses and community members so that when they are thinking about protection for personal dignity of all individuals, educate the public about human and civil rights, and engage in open and meaningful dialogue with protected classes and marginalized communities, the Marion Civil Rights Commission should be one of the first group that they think to contact. At the end of the day if they still don't know who we are and what resources we can provide how will they know we can help them with the other objectives.

### Objective 4 Promote the Marion Civil Rights Commission to residents, businesses, and community members

**Action Item 4.1** Create an annual outreach plan which includes proclamations, social media posts, and press releases that focus on protected classes, issues related to civil rights, and creating a community of belonging

**Action Item 4.2** Develop a process to handle media requests, interviews, and presentations and create a speaker's bureau of trained, qualified Commissioners to speak on behalf of the Marion Civil Rights Commission

### Point #2

If you are going to educate the public about human and civil rights then would mean all those that make up the public  
Action item 2.1 - this only address generating a list of community stakeholders who value diversity, equity, inclusion,...  
what about a list of community stakeholders who outwardly do not value diversity, equity, inclusion...? None of the 4  
action items create or maintain a list of stakeholders who  
outwardly do not value this to eventually approach and encourage them to take an active and positive role in the  
community.

## **Objective 2 Educate the public about human and civil rights**

**Action Item 2.1** Generate a list of community stakeholders who value diversity, equity, inclusion, and justice to learn more about their priorities

**Action Item 2.2** Build and strengthen relationships with community organizations to learn how they connect with their stakeholders about civil rights and discuss the needs & barriers they face as it relates to equity and belonging, specifically city departments, community libraries, coalitions, faith-based organizations, nonprofit organizations, and school districts

**Action Item 2.3** Train Commissioners to deliver presentations around the following topics: Know Your Rights, Overview of the Complaint Process, Fair Housing, and Diversity, Equity, Inclusion, and Belonging (DEIB)

**Action Item 2.4** Participate, sponsor, and organize community outreach events in partnership with the City of Marion and the City of Cedar Rapids Civil Rights Commission

Thanks,  
Steve Moshier