

BLOOMSBURG HUMAN RELATIONS COMMISSION MEETING

Thursday, May 5, 2022, 6:00 p.m.

Via Zoom or at Town Hall

PUBLIC CAN JOIN: DIAL: +1 646 558 8656 US & INCLUDE THE MEETING ID: 456-920-3798 & PRESS #.

JOIN ONLINE AT: <https://us02web.zoom.us/j/4569203798>.

Members: John Grabusky (Chair), Tara Moore (Vice-Chair/ Secretary), Joan Mosier, Betts Cassady and Dave Galliguez.

- 1.) Approval of the minutes from the April 7, 2022 meeting.
- 2.) Job description for volunteers.
 - Ambassadors for the Commission; educated to explain the process.
 - Assist with promoting the existence of the Commission.
 - Assist folks with completing the intake.
- 3.) Develop promotion plan for Commission.
 - Brochures; posters for business and schools.
 - Meeting with Council - changes to the ordinance; explain the process; talk about promotion plan. -PowerPoint that Grabusky provided via e-mail.
 - Conversation with -Downtown Bloomsburg Initiative - Bloomsburg School District Superintendent & Staff - Bloomsburg University - Coalition for Social Equity - any meetings with local churches.
 - Brochure and poster leave behinds.
 - What local events should we be attending?

Commission

- Town Website
- Complaint form English/Spanish
- Brochure English/Spanish
- Templated Communications
- Promotion/Awareness Plan
- Updates to Ordinance
- Agreement with the State Human Relations Commission.

Volunteers

- Job description
- Training
- Recruitment plan as needed

Commissioners

- Additional Training
- Workflow - cheat sheet
- List of Resources - Mediators, HUD, & EEOC
- Workshop with Council
- Clearances to work with minors

Old Business:

- By-laws- Town solicitor is reviewing.

Next meeting: June 2, 2022.

Bloomsburg Human Relations Commission Minutes
Thursday, April 7, 2022 at 6:00 p.m.
via Zoom

John Grabusky started the meeting at 6:00 p.m., present were Betts Cassady and Tara Moore. Other members present were Lisa Dooley, Town Manager/ Secretary/ Treasurer and Steve Hummel. Absent were Dave Galliguez and Joan Mosier.

On a motion by B. Cassady, seconded by T. Moore, and voted on unanimously, the minutes from the March 3, 2022 meeting was approved with no additions or corrections.

It was mentioned that it would be nice to have the publisher of the flyer be given a \$20 gift card to Dunkin Donuts for her time and effort.

J. Grabusky mentioned about job descriptions for volunteers and a promotion plan for the Commission. Steve Hummel mentioned that he interpreted the volunteer position to help those filling out a complaint form.

It was discussed to have a promotion volunteer, volunteers for assistance with the intake, and a mediation volunteer group.

It was mentioned it would be nice to take the flyer and turn it into a flyer for schools and businesses. It was mentioned that the University, churches, Untied Way, larger employers, Police and Fire Departments to be included in a poster campaign.

It was mentioned that outside of the mediation training that volunteers are aware of the process. Training with the Commissioners would be necessary.

T. Moore mentioned that she will work on the flyer to have it translated into Spanish with Adrienne Mael.

The next steps include a workflow cheat sheet, volunteer cheat sheet, website enhancements and templated communication.

It was a push to have the ordinance and bylaws reviewed by the solicitor.

The meeting adjourned at 6:51 p.m.

Notes taken by L. Dooley.