

**Haverford Township HRC (HHRC) Meeting Minutes**  
**January 20, 2016**  
**7pm**

Members Present: Jennifer Leith, Barbara Rittinger-Rigo, Virginia Hammond and Bill Gowie, Jr.

Jennifer called the meeting to order at approximately 7:05PM. New members in attendance, Virginia and Bill, were welcomed.

The minutes from the November 18, 2015 meeting were unanimously approved.

Jennifer provided an update on the Creative Expression Poetry Contest. All the pieces are in place to launch the contest. The HHRC website has an announcement of the contest along with the forms. The Middle School has been contacted. Jennifer is in the process of contacting other schools in Haverford Township serving 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade students. Florence Goff, former HRC member, is assisting with judges. We have secured 9 judges to read and select the winning pieces. Barbara offered to look into how the contest information could be placed in The News of Delaware County. The library has information displayed about the contest and the HavTwp newsletter, winter edition, will also include contest information. The selected winners will be known and presented at the March HHRC meeting.

It was suggested at the November meeting that a member of the HHRC speak on the updates and work of the HHRC during an upcoming Township Commissioners public meeting, the group thought it prudent to plan to do so after the Creative Expression contest. Perhaps the winners could also attend the public meeting with some recognition given to the winning students.

Barbara provided an update on her outreach to the business community regarding training. She noted that those she has reached out to have not been interested. She will continue to move forward in attempting to engage business owners and business associations in Haverford Township.

Barbara also provided an update on the PA-HRC partnership and the work agreement. It recently became know that there is a new person at the PA-HRC, John Clark, who is the point person on providing mediation trainings to local HRC's. Barbara will reach out to John Clark and hopefully schedule a mediation training for us during our May 2016 meeting.

Jennifer informed the members that we will have a trainer at our March meeting. Larry Gentile suggested that she, Megan Bolin, provide this training to us. Megan is a fair housing trainer who works in fair housing enforcement and advocacy. She has trained other HRC's on the process of consumer rights and housing provider obligations.

Jennifer provided Barbara with a copy of the finalized work agreement Memorandum of Understanding (MOU) between HHRC and the PA-HRC. The HHRC can withdraw from this

partnership if it is deemed necessary. Barbara agreed to give the MOU one final look through. Once she has done so, the MOU will be signed and sent to the State.

The group thought it best to wait until the March meeting and fuller attendance to hold Officer elections. Jennifer will continue to act as Interim Chair until the elections take place.

The next meeting date for the Tri-State HRC is on February 2, 2016 from 9:30am-11am, at 110 N. 8<sup>th</sup> St., 5<sup>th</sup> floor. Emil Sadloch ([emil@sadloch.com](mailto:emil@sadloch.com)) is the convener of the meeting. This is a secure building, so the courtesy of an email to Emil when you plan to attend is requested.

The meeting adjourned at 7:45pm.

**Next HHRC Meeting: March 16, 2016**

7-8pm, Conf. Rm. Quatrani Bldg.

**2016 HHRC Future Meeting Dates:**

March 16, 2016 – 7pm to 8pm

May 18, 2016 – 7pm to 8pm

July 20, 2016 – 7pm to 8pm

September 21, 2016 – 7pm to 8pm

November 16, 2016 – 7pm to 8pm

# Haverford Township Human Relations Commission

## March 16, 2016 Meeting Minutes

Members Present: Jennifer Leith, Barbara Rittinger-Rigo, Virginia Hammond, Bill Gowie, Jr., Kevin O'Neill, Patrick Olesky

Jennifer called the meeting to order at approximately 7:05PM.

The minutes from the January 20, 2016 meeting were unanimously approved.

- Program Updates
  - Outreach Sub-committee update – Barbara Rittinger-Rigo reported that she is trying to work out a training for our Commission members through the PHRC. With budget cuts, it would likely be a webinar-type training, possibly in July or September.
  - Creative Expression Contest update – Jennifer Leith reported on the progress of the Creative Expression Contest. The winners of the contest were shared with the Commission members as follows:

6th Grade	First Place	<b>Jacalyn Cuozzo</b>
	Second Place	<b>Elizabeth Shagena</b>
	Third Place	<b>Carlie DiMeo</b>

7th Grade	First Place	<b>Jocelyn Miller</b>
	Second Place	<b>Kamaya Finn-Ailer</b>
	Third Place	<b>Karen Buchanan</b>

The winners will be awarded a field trip to the Government Center in Media on 5/20/16. Jennifer Leith and Florence Goff (former HRC Chair and Contest Committee member) will represent the HRC.

Additionally, the cash awards will be presented to winners at the Middle School Honors Night on 6/15/16 at 7pm.

- New Business
  - Election of Chair, Vice-Chair – Jennifer Leith was elected Chair of the HRC for 2016; Barbara Rigo-Rittinger was elected Vice-Chair for 2016.
  - PHRC update – The Tri-State HRC will offer a Spring workshop in mid-May at the Peace Islands Institute (1617 JFK Blvd in Philadelphia) entitled “Building Bridges in Police/Community Relations”. More information will be forthcoming from the Tri-State HRC.
- Training Session – Megan Bohlin of Fhitticus presented a training session on fair housing for the group. Megan was connected to the HRC through Larry Gentile.

Meeting adjourned at 8:00pm..

*Next HRC meeting: Wednesday, May 18, 2016, 7:00pm*

# Haverford Township Human Relations Commission

## ~ Meeting Minutes ~

May 18, 2016

2325 Darby Rd., Havertown, PA

Members Present: Jennifer Leith, Virginia Hammond, Bill Gowie, Jr., Mitch Clair

Jennifer called the meeting to order at approximately 7:03PM.

The minutes from the March 18, 2016 meeting were unanimously approved.

- Current Business

- Jennifer explained that there are 2 sub-Committees within our HHRC: an Education and Engagement Committee and a Legislative and Business Outreach Committee and that each member of the HHRC is encouraged to participate in one of these Committees. Bill volunteered to be a part of the Legislative and Business Outreach Committee and Virginia volunteered to be a part of the Education and Engagement Committee.
- PA-HRC MOU, training, data sharing update: Jennifer reported that she participated in a conference call on May 16, 2016 with John Clark and Carl Summerson of the PA-HRC regarding the Memorandum of Understanding (MOU). PA-HRC is in receipt of our signed MOU. The next step is for the PA-HRC Executive Director to sign it at which time we will receive a fully executed copy. The MOU is an understanding to avoid duplication of work. Essentially, if a local HRC receives a complaint, the local HRC will notify the PA-HRC; and if the PA-HRC receives a complaint from the local HRC jurisdiction, the PA-HRC will notify the local HRC. Thus, the PA-HRC and local HRC will share data related to the complaint. It was noted that any complaints related to gender identity or sexual orientation will be handled by HHRC as our ordinance is more robust than the PA-HRC law.

Additionally, if the PA-HRC has funding in the Fall, Carl Summerson will provide a basic mediation training for us. It should be noted that this training is not a certified mediator training. Discussion took place about potentially having a Mediation Training for the HHRC. Bill suggested the Center for Resolution in Media on which he is a Board member. He will share contact information with Jennifer to research training. Virginia mentioned Good Shepard Mediation in Philadelphia.

- Creative Expression Contest update and next steps: Jennifer reported that the student winners will have a trip to Media on Friday, 5/20/16. Certificates of Achievement and the cash prizes will be awarded to the winners on 6/15/16 at the middle school honors night. Bill and Jennifer will attend to represent the HHRC.

It was noted that if the contest continues next year, we should solicit monetary donations from local businesses rather than use our budget funds for cash awards.

Jennifer suggested that planning for a 2017 Creative Expression Contest begin in September and secure sponsors through December with the intent of a public launch of the contest in January 2017. The sponsors would be listed on contest materials when the launch occurs.

- New Business

- Tri-State HRC: The next Tri-State HRC meeting will be 7/6/16 at 9:30am - 110 N. 8<sup>th</sup> St., 5<sup>th</sup> floor. HHRC members can contact Coordinator, Emil Sadloch [emil@sadloch.com](mailto:emil@sadloch.com) if planning to attend. Tri-State HRC is good networking opportunity to meet people from other local HRC's and learn about what other HRC's are doing.
- PA-HRC emailed Jennifer asking if our HHRC would provide written or oral testimony for a public hearing on 6/7/16 on PHRC's framework and effectiveness. This request and hearing is evolving from several the recent turmoil within the PHRC. It was decided that since the HHRC has had a very limited working relationship with the PA-HRC up to this point, we would not provide testimony at the upcoming hearing.
- The International Association of Official Human Rights Agencies (IAOHRA) is having its annual conference in Philadelphia in August 7-11. More information can be found: Go to: <http://www.iaohra.org/#!save-the-date-iaohra-2016/i785p>
- It was proposed and agreed that HHRC will not meet in July but will reconvene at its scheduled meeting – September 21, 2016

Meeting adjourned at 7:40pm.

Respectfully submitted, Jennifer Leith

**Remaining 2016 HHRC meeting dates:**

September 21, 2016 – 7pm to 8pm

November 16, 2016 – 7pm to 8pm

**Haverford Township Human Relations Commission**  
**Wednesday, September 21, 2016**  
**Meeting Minutes**

Meeting was called to order at 7pm.

Those in attendance were: Jennifer Leith, Virginia Hammond, Bill Gowie, Patrick Olesky and Kevin O'Neill. Not in attendance were: Barbara Rittinger-Rigo and Mitch Clair.

**Minutes:** A motion to approve the minutes of the May 18, 2016 meeting was put forward by Virginia Hammond; seconded by Patrick Olesky and unanimously approved.

**Announcements/Updates:** Jennifer Leith provided a brief re-cap of the final stages of the 'Creative Expression' contest that took place in the Winter/Spring of 2016 with middle school students in Haverford Township. Since this group last met, the winners participated in a field trip to the Government Center in Media (on May 20, 2016) and were recognized by the Commission at the end of the year 'Honors Night' at the Haverford Middle School (on June 8, 2016).

Patrick Olesky reported that he attended the Tri-State HRC's 'Building Bridges' event on Unconscious Bias that was held on May 11, 2016 at the Peace Islands Institute. Patrick reported that it is suggested that local police take this training which is free of charge. Patrick will contact Peace Islands Institute for more information on the training for police. Upon the information that Patrick receives, Jennifer will reach out to the Haverford Township Police Department regarding a training.

**Sub-Committee Reports:**

Engagement/Outreach Sub-Committee: Jennifer suggested that Patrick and Virginia plan a time to talk about the 2017 'Creative Expression' contest. Jennifer will email the 2016 materials and timeline out to them. Sponsorship will need to be secured if we would like to provide monetary awards this year.

**Legislative Sub-Committee:** Barbara Rittinger-Rigo provided, via email to Jennifer, the following (summarized):

The Federal government has taken an active role in transgender rights, especially in schools, but also in laws that prevent certain rights in public restrooms (for businesses). There is some overlap here with our HRC ordinance which may (eventually) supersede/supplement our ordinance.

No information has come through yet from the PA-HRC regarding training. Barbara suggested that we prepare our own training materials. Bill and Kevin will reach out to Barbara to create a training plan/program.

**New Business:**

Haverford Township Day is Saturday, October 1, 2016. As a local entity, we are provided space to host an information table. It is expected that we will receive information on the location of our space within the next few days.

The schedule of Commission members to 'staff' the table on October 1st is as follows:

10am to 12pm - Patrick Olesky  
12pm to 1pm - Jennifer Leith  
1pm to 2pm - Virginia Hammond  
2pm to 3pm - Bill Gowie  
3pm to 4pm - Kevin O'Neill  
4pm to 5pm - Jennifer Leith

\*Jennifer will set up the table during the hours allotted by the Township (~7:30am-9am)

Jennifer will email all members with the table location once that information is received from the Township.

The meeting was adjourned at 7:26pm

**Next HRC meeting:**  
**Wednesday, November 16, 2016 - 7pm - Quatrani Bldg (2325 Darby Road)**

**Haverford Township Human Relations Commission**  
**Wednesday, November 16, 2016**  
**Meeting Minutes**

Meeting was called to order at 7:14pm.

Those in attendance were: Jennifer Leith, Virginia Hammond, Bill Gowie,  
Not in attendance were: Patrick Olesky, Kevin O'Neill, Barbara Rittinger-Rigo and Mitch Clair.

**Minutes:** Due to lack of quorum, the review and approval of the September 21, 2016 meeting minutes was tabled until next meeting.

**Current Business:**

The Legislative Sub-Committee: Bill, Barbara and Kevin have not met since last meeting to discuss training opportunities.

Engagement/Outreach Sub-Committee:

Haverford Township Day was a success. Thank you to everyone who 'staffed' the table throughout the day. We hope to have some new Committee members on Board in January. Both Mitch and Kevin's current terms of service end in December 2016.

Patrick and Virginia have not had an opportunity to meet regarding the 2017 'Creative Expression Contest'. It was determined that if progress is not made by January meeting, the contest would need to be post-poned for the current academic year.

**New Business:**

**Election of Officers:** Election of Officers will take place at the January 2017 meeting as a quorum is needed to proceed.

**Training:** Bill suggested that we look into a training not only for HRC members but also invite the community to attend as well. This approach collectively takes in the work of the Legislative Sub-Committee and Engagement/Outreach Sub-Committee. Jennifer will inquire with Tri-States HRC about training ideas and potential trainers.

**2017 Meeting Schedule:**

Wednesday, January 18, 2017 – 7pm

Wednesday, April 19, 2017 – 7pm

Wednesday, July 19, 2017 – 7pm

Wednesday, October 18, 2017 – 7pm

The meeting was adjourned at 7:2pm

**Next HRC meeting:**

**Wednesday, January 18, 2017 - 7pm - Quatrani Bldg (2325 Darby Road)**