



City of La Crosse, Wisconsin

City Hall
400 La Crosse Street
La Crosse, WI 54601

Meeting Minutes

Human Rights Commission

Wednesday, April 13, 2022

5:15 PM

City Hall Eagle Room

This meeting is also being held virtually. E-mail kuhlman@cityoflacrosse.org if you have trouble logging in.

Join Zoom Meeting: [https://us06web.zoom.us/j/83479490480?](https://us06web.zoom.us/j/83479490480?pwd=cDE2dncrWEZaU3RwMUeWwjl5UzIDUT09)

[pwd=cDE2dncrWEZaU3RwMUeWwjl5UzIDUT09](https://us06web.zoom.us/j/83479490480?pwd=cDE2dncrWEZaU3RwMUeWwjl5UzIDUT09)

Meeting ID: 834 7949 0480

Pass Code: 007433

One tap mobile: +13126266799,,83479490480#,,,,*007433# US (Chicago)

Find your local number: [https://us06web.zoom.us/j/83479490480?](https://us06web.zoom.us/j/83479490480?pwd=cDE2dncrWEZaU3RwMUeWwjl5UzIDUT09)

Call to Order

Littlejohn called the meeting to order at 5:24 pm.

Roll Call

Present: 6 - Tracy Littlejohn, Julia McDermid, A Xiong, Mac Kiel, Kristen Ringgenberg, Kristen Lettner

Excused: 1 - Tashyra Bernard

Absent: 1 - Chelsey Myhre-Foster

Approval of Minutes

Ringgenberg motioned to approve the minutes, McDermid seconded. The motion carried by a voice vote.

Notices and Discussion

Tim Koterski shared that the Racial Equity Team is working on internal and external surveys of 15 questions each; will share draft when ready. Bee Xiong will get Hmong translation.

Loretta LaPoint shared that REACH is hosting a nonprofit job fair on 4/16-17. It will serve as drop off for donations for Houska Park un-housed citizens.

Agenda Items:

1 [22-0342](#) Election of Officers

Kiel declined offer to chair, so Littlejohn will be chairperson. McDermid nominated

Xiong for vice chairperson.

McDermid motioned to elect Xiong as vice chairperson. Kiel seconded. The motion carried by a voice vote.

2 [22-0529](#) Discussion on City Participation in Juneteenth Event

McDermid mentioned the free meal last year and asked if the City could sponsor the meal and volunteer in serving it. LaPoint said the cost of food would be higher than last year due to inflation, so should the donation. Littlejohn asked if there would be a separate request to the Board of Parks Commissioners, but staff suggested coordinating one contribution from the City as a whole. McDermid suggested the HRC table and prepare an information board; could split into shifts from 12-8pm. Littlejohn can put together a table and McDermid can take care of the board. Shaundel Spivey said food will be provided by 5 black-owned vendors, and the first 50 meals from each vendor would be free. The total estimated cost was \$3,000 for those meals. City did not sponsor last year.

Kiel motioned to recommend the City sponsor up to \$5,000 for Juneteenth, seconded by Ringgenberg. The motion carried by a voice vote.

3 [22-0199](#) Discussion on Fair Housing Complaint Application Improvements

Attachments: [Fair Housing Webpage](#)
 [HRC Webpage](#)

Xiong suggested the form could ask more about complainants self-identification, to help HRC figure out which groups are facing discrimination most frequently. McDermid said people need to understand the difference between a bad landlord and discrimination; more questions could help determine that, and connect the dots between the basis of the discrimination and the statement. The form should have "discrimination" in the title or header. Explanatory paragraphs from the webpage could be added to the form. Lettner suggested giving a clear example when discrimination has occurred, and a one when it hasn't; that maybe not appropriate or leading. McDermid suggested making sure they answer questions about what, how, and why discrimination occurred. Kiel asked if the complainant could share a first draft before its submitted. Lettner suggested putting the rubric on the form, too (it's under the HRC page's important links); also make clear that the purpose of the form is to report discrimination--"Why has the landlord targeted you our your group? What proof can you provide that this has happened to you and not others/other groups? Be prepared to provide evidence or witness from protected class with supporting examples." McDermid suggested putting suggestions in a shared document for editing. She also mentioned reminding complainants about assistance available to help in filling out the form. Lettner suggested there be an intake process. LaPoint is interested in how that would look and what REACH could do to assist. Littlejohn suggested that the complainant be notified that the form is received, and staff review it for clarity and content, and ensure that they are prepared for the hearing. McDermid suggested adding part about contacting staff for guidance, like a phone interview of critical elements before submitting forms. Xiong, Littlejohn, and LaPoint volunteered to review and edit form.

4 [22-0054](#) Planning for Town Hall w/ Elected Officials

LaPoint suggested a town hall on fair housing complaints and guidance for recourse for online renter forum. Littlejohn suggested taking lead from Hope Restores and wait for strategic planning before HRC does it's own. McDermid agreed and suggested

listening for what actions City could take based on town hall input.

5 [22-0062](#) Discussion on Civil Rights Dept. - Subcommittee

Attachments: [Madison Civil Rights Dept Interview Notes](#)

McDermid had discussion with Jacqui Marcou about department and asked what a resolution should include. Staff suggested it could be broad to direct staff to do work that HRC can't. GARE may offer some advice on how to for a dept. LaPoint offered to join subcommittee.

6 [22-0343](#) Strategic Planning

Attachments: [Human Rights Commission Ordinance](#)
[HRC Mission, Vision, and Action Items \(2020\)](#)

Staff will send out SWOT as sharable document for edits between meetings and discussion at next meeting.

Next Meeting and Agenda Items

The next meeting is 5/11. Agenda items may include follow up on above items.

Adjournment

Littlejohn adjourned the meeting at 6:55 pm.

Notice is further given that members of other governmental bodies may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility.

NOTICE TO PERSONS WITH A DISABILITY

Requests from persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (608) 789-7510 or send an email to ADAcityclerk@cityoflacrosse.org, with as much advance notice as possible.