

## LA CROSSE HUMAN RIGHTS COMMISSION

### COMPLAINTS PRESENTATION RUBRIC

The La Crosse Human Rights Commission cannot adjudicate an outcome to your complaint.

Our role is to recommend further investigation of your complaint should we find that your complaint meets the requirements of possible discrimination.

Practice your presentation! It is a good idea to practice answering our questions so that you can provide a description of the most important points in your complaint.

If you are not present at the meeting to explain or defend your case, the HRC will not reschedule, but will make a recommendation based on the information they have and the testimony of the individuals present.

#### PLAINTIFF

You have 5/7 minutes to present your case. All HRC members have received your original complaint and have had time to review it prior to your personal presentation.

Please be prepared to succinctly answer the following questions in no more than five sentences each.

- State your complaint.
- What discrimination do you believe you have experienced?
- What have you done to try to redress this situation?
- What do you imagine would be an equitable solution to your complaint?

#### DEFENDANT

You have 5/7 minutes to present your rebuttal.

Please be prepared to succinctly answer the following questions in no more than five sentences each.

- When did you become aware of the plaintiff's concerns?
- Why do you believe this complaint is unfounded?
- What did you do to address the complaint?
- Describe what you have done to negotiate with the plaintiff.
- What do you imagine is the best solution to this complaint?