

Human Rights Board
Pinellas County
December 14, 2021 Meeting Minutes

The Human Rights Board (HRB) met in regular session at 10:04 AM on this date in the Clerk's Fourth Floor Conference Room at the Pinellas County Courthouse, 315 Court Street, Clearwater, Florida.

Present

Charles W. Thomas, Chair, Tax Collector
Mike Twitty, Vice-Chair, Property Appraiser
Lisa Arispe, Employees' Advisory Council Representative
Ken Burke, Clerk of the Circuit Court and Comptroller
Kimberly Crum, Human Resources Director
Julie Marcus, Supervisor of Elections
Jeff Rohrs, Chief Information Officer, Business Technology Services
Karen Williams Seel, County Commissioner
Dr. Rick Davis, Unified Personnel Board Representative
Barry Burton, County Administrator

Not Present

Joan Vecchioli, Unified Personnel Board Representative

Others Present

Jeffery Lorick, Office of Human Rights (OHR) Director
Keiah Townsend, Assistant County Attorney
Betina Baron, OHR Compliance Manager
Maria Ciro, Human Resources Assistant Director
James Valliere, Human Resources Business Partner
Other interested individuals

CALL TO ORDER

Chair Thomas called the meeting to order at 10:04 AM, roll call was not performed.

APPROVAL OF MINUTES – August 16, 2021

Mr. Twitty moved, seconded, that the minutes be approved. Upon call for the vote, the motion carried unanimously.

PUBLIC COMMENT

There was no response to Chair Thomas' call for public comment.

DIVERSITY AND INCLUSION REPORT

Director Lorick thanked Mr. Rohrs for his collaboration with the BTS team. Director Lorick noted that changes have not been uploaded into SharePoint yet. Director Lorick mentioned that reports have been to Board members and appointments have been made to review. Director Lorick provided an overview reports including the graph of Community Utilization, racial and gender demographic make-up of each department, Adverse Impact Statement equation.

Director Lorick noted that the reports are for business intelligence. Director Lorick noted that there are no glaring areas of underutilization however, the impact is in positions that are traditionally male, or female dominated administrative support, skill trade and technician. EEO underutilization report verifies same.

REVENUE RECIVED/EEOC

Mr. Lorick shared the following information regarding revenue received related to Housing and Urban Development (HUD) and the Equal Employment Opportunity Commission (EEOC), reiterating the impact of COVID-19 on revenue:

- OHR received all HUD funds, \$200,000 in revenue.
- EEOC- OHR received \$36,000.00, which is a significant decrease from \$80,000.00 in funding received in previous fiscal years. Fortunately, OHR submitted a voucher to EEOC and received an additional \$88,000.00 for a previous FY.

FEDERAL REPORTS, UTILIZATION REPORT (EEOP/EE04)

Mr. Burton queried about the utilization report reflecting terminations and discipline. Director Lorick noted that terminations, promotions, length of stay etc. will be covered in Phase 3. Mr. Twitty inquired as to the FY covered in the report. Director Lorick clarified that FY covered is from 2017 to October 2020. Director Crum noted September 30, 2020.

OHR working with BTS to begin Phase 3 to review equity and disparities. Mr. Rohrs noted that BTS has closed a BI project.

Director Lorick discussed the completion of the EEOP Underutilization Report for Fy22-23, completed every two years used to determine if the County is eligible for Grant funds. Director Lorick thanked our HR partners and BTS teams for their contribution. The report reflects which population(s) have been adversely impacted and underutilized. Director Lorick noted that there were multiple categories which indicated underutilization. Director Lorick noted that there were also improvements.

Mr. Burke requested a report for the Clerk's department and questioned the process of gathering the information. Director Lorick noted that the reports were sent, and the data reflected in the report is based on federal government census information. Mr. Burke requested for the report to reflect specific information regarding each position.

Ms. Crum noted that the importance of the reports is to look for progress. Mr. Davis reflected on the purpose of the reports is to review hiring processes. Director Lorick reiterated that the report is for business intelligence and many categories exceed the community availability. Mr. Burton made a request for the report to break down each division in the department. Director Lorick noted that he will make the requests to the team.

HUD AUDIT

Director Lorick discussed HUD annual performance review related to the nine-performance area. Director Lorick noted that OHR has been assigned a new monitor. Ms. Baron discussed OHR's collaboration with the monitor to resolve the corrective actions identified. OHR goals are to ensure public interest is reflected in our settlement agreements. OHR has implemented a plan to obtain more frequent updates from our legal contractors. Director Lorick noted that OHR has been taking the necessary steps to ensure compliance.

LAWFUL SOURCE OF INCOME

Director Lorick informed the Board that the City of St. Petersburg inquired as to if OHR is interested in investigating lawful source of income. St. Petersburg and Hillsborough County have passed source of income ordinances. Director Lorick noted that OHR would need to review the office's capacity to conduct said investigations. Attorney Townsend discussed the investigative authority, ordinance amendments and budgeting/administration responsibilities. Mr. Burke inquired as to whom would fund the program. Director Lorick discussed OHR funding sources and mechanisms required to review said cases.

ADA TRANSITIONAL PLAN

Director Lorick reported that memos were distributed to divisions regarding the ADA Transitional Plan touch points. Director Lorick noted that OHR is in the process of gathering information for the report. Director Lorick mentioned that facilities was contacted regarding a complaint regarding the telephone accessibility.

OPEN POSITION

Director Lorick reported that the OHR currently has one vacancy for the Administrative Support position. OHR is in the process of interviewing.

EDUCATION AND OUTREACH ACTIVITY

Director Lorick highlighted community recognition. Director Lorick noted that he is on the COC Diversity and Inclusion Board, provided a fair housing training, Title 3 training for shelter providers which was the largest training and certificates where provided. OHR working with local groups to deal with equity issues.

Director Lorick was invited and honored by the National Forum of Black Public Administrator with an award of excellent service. Ms. Baron has completed a round of Anti-Harassment trainings and provided general feedback to the board from attendees. Director Lorick noted that OHR investigated 20 internal complaints in relation to the anti-harassment policy.

Director Lorick also noted that he is on the Board for International Human Rights Agencies and OHR staff attended training.

Mr. Burton questioned the percentage of internal investigations with a finding. Director Lorick noted that there is a small percentage of violations and noted that a majority of the complaints are originate from utilities.

Mr. Burke requested OHR employee Voice Survey, Director Lorick will provide. Mr. Davis inquired as to what does Diversity and Inclusion look like in the County. Director Lorick noted that a plan is being discussed amongst the appointing authorities.

DISCUSSION

ELECTION OF OFFICERS/CHAIR THOMAS

Chair Thomas opened the floor for nominations. Chair Thomas reelected as Board Chair and second by Dr. Davis. Mike Twitty, Vice Chair reelected, also seconded by Dr. Davis, all in favor for both. Director Lorick thanked the Board for their service.

ADJOURNMENT

The meeting was adjourned at 11:06 AM.

Minutes approved by the Human Rights Board.