



Human Relations Commission

AGENDA FOR REGULAR MEETING

August 17 , 2023

HUMAN RELATIONS COMMISSION:

Victor Ponce, Chair
Jason Dunn, Vice Chair
Tina Meier
Jessica Ross-Sutton
Donalee Gastreich
Dr. Wade Steinhoff
Lt. Thomas Wilkison (Representing PD)
Dan Borgmeyer, Mayor
Bill Otto, City Council Liaison
Chuck Lovelace, Staff Liaison and Secretary/Treasurer

Commission Members:

On Thursday, August 17, 2023, at 4:30 p.m. the City of St. Charles Human Relations Commission will hold its regular meeting in City Council Chambers within St. Charles City Hall located at 200 N. Second Street, St. Charles, Missouri.

- I. Call To Order and Call the Roll (Victor- 1 min.)
- II. The Pledge of Allegiance
- III. Review and Approval of the May 18, 2023 Minutes (Victor- 1 min.)
- IV. Welcome Any Guests (Victor- 2 min.)
- V. Comments from the Mayor
- VI. New Business-
 - A. Recent festival engagements and contributions by the Human Relations Commission- Pride, Jewish Festival, St Charles Family Festival. RECAP- (Jason and Chuck - 10 min.)
 - B. 25th Annual Community Services Summit (Kathleen and Chuck- 5 min.)
 - C. HRC Person of the Year (Victor and Jason- 15 min.)
 - D. Fair Housing Training - September 21 (Kathleen- 5 min.)
- VII. Comments from Commissioners (2 min.)

VIII. Next Meeting – The next general meeting will be held on September 21, 2023

IX. Adjournment

Upcoming General Meeting Schedule: September 21, October 19, November 16

NOTICE TO THE PUBLIC: The City of St. Charles offers all interested citizens the opportunity to attend public meetings. If you wish to attend this public meeting and require an accommodation due to a disability, please contact the Office of the City Clerk to coordinate an accommodation at least two (2) business days in advance of the scheduled meeting at 636-949-3282 or 636-949-3289 (TTY – for the hearing impaired). The City of St. Charles, Missouri fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, please call the City Clerk’s Office at 636-949-3282 or visit City Hall located at 200 North Second Street, St. Charles, Missouri, 63301.

INCLEMENT WEATHER: In case of inclement weather, please call 636-949-3222 after 3:00 p.m. on the day of the meeting to be informed of the status of the meeting.

Agenda Posted 8/11/23 @ 5:00 p.m. By: CWL



Human Relations Commission

MEETING MINUTES

May 18, 2023

MEMBERS PRESENT

Victor Ponce, Chair
Jason Dunn, Vice Chair
Jessica Ross-Sutton
Bill Otto, City Council Liaison
Tina Meier

MEMBERS ABSENT

Dr. Wade Steinhoff
Donalee Gastreich
Lt. Thomas Wilkison
Dan Borgmeyer, Mayor

STAFF PRESENT

Chuck Lovelace, Staff Liaison & Secretary/ Treasurer
Kathleen Thompson, CDBG Division Manager

GUESTS

Keith Robben, Resident Ward One
Brian Jurgensmeier_(Police Lieutenant)
Deana Tucker Dothage, MU Extension

On Thursday, May 18th, 2023, at 4:30 p.m. the City of St. Charles Human Relations Commission held its regular meeting in City Council Chambers within St. Charles City Hall located at 200 N. Second Street, St. Charles, Missouri.

- I. Call to Order and Call the Roll- The meeting was called to order by Commission Chair Victor Ponce at 4:30 p.m. Those in attendance are noted above.
- II. Pledge of Allegiance- Commission Chair Victor Ponce led in the recitation of the Pledge of Allegiance.
- III. Review and Approval of April 20, 2023 Minutes- Commissioner Vice Chair Jason Dunn made a motion to approve the April 20, 2023 Minutes as written. Commissioner Tina Meier seconded the motion. *All were in favor.* The minutes were approved unanimously.
- IV. Welcome Any Guests- Commission Chair Victor Ponce welcomed Keith Robben, resident of Ward One, Brian Jurgensmeier_(Police Lieutenant) and Deana Tucker Dothage, MU Extension in St Charles County Engagement Specialist.
- V. Comments from the Mayor- None

Meeting Minutes – May 18, 2023

VI. Old Business-

- A. Long Range Planning- Commission Chair Victor Ponce indicated that plans are under way for the St Charles Hispanic Festival to will be held in October. More information will follow in the coming months.
- B. MEI e-class- Council Liaison Denise Mitchell and Staff Liaison Chuck Lovelace both attended the recent e-class titled *Municipality as an Employer* by the nation HRC. These classes are part of the Municipality Equality Index (MEI) series. Upcoming online class topics to be announced at a later date.

VII. New Business-

- A. Engaged Neighbor- University of Missouri Extension- CDBG Manager Kathleen Thompson and Deana Tucker Dothage, MU Extension in St Charles County Engagement Specialist presented information on Engaged Neighbor. This included combating loneliness, helping neighbors in need and defining what it is to be a good neighbor. A powerpoint of the presentation is attached to these minutes.
- B. St Charles School District Family Festival- Staff Liaison Chuck Lovelace discussed the upcoming festival to be held on August 15, 2023 at St Charles High School. A motion was made by Commission Chair Victor Ponce and Seconded by Commissioner Jessica Ross-Sutton to attend the 2023 festival and host a table at the event. *All were in favor.* The motion was approved unanimously.
- C. Pride St Charles Festival- Commission Chair Jason Dunn discussed the upcoming festival. The HRC will host a city table at the event featuring items about fair housing, tourism and HR information regarding employment with the city. The commission will also feature blue HRC bags, coloring books as well as 10 year smoke alarms and radon kits provided by the City CDBG program. Commission liaison Chuck Lovelace and Commission Vice Chair Jason Dunn indicated they would set up the evening before the event.

VIII. Comments from Commissioners- New Council Liaison Bill Otto provided a brief introduction to the Commissioners. He indicated that he is looking forward to working with the Commission.

IX. Next Meeting- The next General Meeting will be held on June 15, 2023 at 4:30pm in the City Council Chambers.

X. Adjournment- After final discussions and there being no further business, a motion was made by Commission Vice Chair Jason Dunn and seconded by Commission Chair Victor Ponce to adjourn the meeting. *All were in favor.* The motion passed unanimously. The meeting was adjourned at 5:35 p.m.

Meeting Minutes – May 18, 2023

CHUCK W. LOVELACE III, SECRETARY

DATE

HRC Updates

August 2023

Monthly Updates

- **Budget 2023-**

2023 Total HRC Annual Budget (Includes Lion's Club Donation- \$2065.00):	\$4065.00
Spent YTD:	\$1972.35
Remaining total as of August 1:	\$2092.65

- **HRC Event T-Shirts-** On Hold
- **Pride St Charles HRC Table-** The HRC hosted a table at the Pride St Charles festival at the family arena on June 17th. Information on Fair Housing, the HRC and CDBG were featured at the table. 10 year smoke detectors and radon test kits and HRC bags were also distributed. Thank you to the following Commissioners for assisting with the city table: Jessica Ross- Sutton, Tina Meier, Victor Ponce and Jason Dunn.
- **St Charles School District 8th Annual Family Festival-** The Human Relations Commission will sponsor a table at the St Charles School District 8th Annual Family Festival on Tuesday, August 15, 2023 from 4-6PM. This year's event will be held inside the gymnasium at St. Charles High School located at 725 N. Kingshighway, St. Charles, MO 63301.
- **St Charles Jewish Festival-** The Commission will attend and participate in the 2023 Jewish Festival which will be held on Sun., Aug. 13, 2023 from 11 a.m. - 2:30 p.m. @ the Foundry Art Centre. This yearly event features food and entertainment.
- **MEI E Webinar Series-** Information regarding past webinars can be found here including recorded versions of each session. Note: Once the preliminary 2023 MEI is forwarded to the Commission, Liaison Lovelace will send it to

commissioners.

<https://www.thehrcfoundation.org/professional-resources/past-webinars>

- **Concerns Brought to the Attention of the Commission-** None for May to August 2023 timeframe.