

## Meeting Minutes

January 13, 2021

### Commissioners Present:

Katherine Cobb-Holmes

Stacey Taylor

Zelda Yoder

Karen (Karima) Archie

Richard T. Wagner

Barbara Coffin

### Absent:

Valerie Phelps-Robinson

Lisa Blount

### Staff Present:

Kimberly Talbot

The meeting was called to order at 6:13 p.m. The minutes were reviewed. Commissioner Yoder moved and Commissioner Wagner seconded. The minutes were approved.

### Executive Director's report

The E.D.'s report was reviewed and approved by Commissioners' Wagner and Archie.

### Old Business:

Commissioner Yoder requested information about the M.O.U. from PHRC. The E.D. will contact PHRC board chair or hearing master to find out.

### New Business:

Commissioner Cobb-Holmes reports that BCIU's Centre Avenue site has had multiple cases of COVID and will be closed until the end of the week for cleaning. She also reports a hiring freeze at BCIU.

Commissioner Taylor reports the following:

-a spaghetti dinner fundraiser is scheduled for February 27<sup>th</sup> for Juneteenth.

-League of women voters & the NAACP is co-sponsoring an event on how to recruit candidates for office

Commissioner Archie announced that the Berks Democratic Women are putting on a program for Black History month. The event is scheduled for 2/17/2021 from 6:30 – 8 p.m.

### Training:

None scheduled

The next meeting is scheduled for February 10, 2021

The meeting was adjourned at 7:03 p.m.

Executive Directors Report January 2021

The office has continued to process rental assistance applications. The current number as of yesterday is 803. Not all applications have evictions. The city has also changed the approval process which is taking even longer to get landlords paid.

I had a conference call with the EEOC and they are very interested in starting a mediation unit here at the RHRC. They believe the office is an ideal location since it is in the middle of Philadelphia and Harrisburg. If you know of someone that may be interested in learning about mediation for EEOC cases please let me know.

The EEOC has also approached Harrisburg (PHRC) about transferring cases to us. The EEOC is willing to transfer cases to PHRC for every case that they transfer to us so that they do not lose any funding. They are also very interested in getting us to restart talks with West Reading to do the employment cases in that area.

New Business

One of my part time employees is no longer with the office. If you know of someone who would like a temporary part time position please let me know.

Old Business

None

Trainings:

I have been participating in numerous on-line landlord tenant mediation trainings. If anyone else is interested let me know