

## Abington HRC: Meeting Minutes

February 14, 2017

### Seeking New/Additional Members

- Thus far, we've had only two applicants. Since the deadline set by the commissioners is tomorrow, we want to **keep the search open until March 14** and expand the places and ways we advertise for applicants. We will use the language that Commission Schreiber used and place it on Facebook, township TV, the Abington Helping Abington Facebook page, and fliers along with the township logo and our "1 Heart, 1 Mind, 1 Community" tagline.
- **Dave will contact all the commissioners**, give them the language, and ask them to place the information in their newsletters.
- **Dave will also make a flier** and we'll get it into the libraries, Whole Foods, Starbucks, Giant, Abington Y, gyms, and churches. **Dave, with Meredith's help, will contact ministers from local churches** personally and ask them to recommend people they think would be good for this work.
- **Joanne will contact the two applicants** to tell them the new schedule.
- Two weeks after the March 14 deadline, we will set up interviews with those candidates who seem to be appropriate.
- **Meredith will take the lead** during the interviews; all the commissioners would like to attend. Possible questions are listed below and all committee members should look them over and make suggestions for additional/changed questions; we will discuss these at the March meeting.

### Special Meeting with Commissioner Lori Schreiber

- Joanne and Shelley met with Lori to review the procedures for finding new committee members.
- We must: advertise, have an interview procedure, identify a time frame for the applications, collect the resumes from the Township Manager, and set up the interviews.
- The HRC chairperson will set up the interviews, which will last 20 minutes each with 10 minutes in between for debriefing.
- The HRC can set up additional steps, which we would need to state and provide in writing to the Township Manager.
- The HRC recommends people to the Board through the Manager and the Board votes to approve. Members of the HRC can attend the meeting at which the vote occurs.

### Possible Interview Questions for Applicants

- Tell us about your interest in the HRC.
- What is your understanding about why municipalities, like Abington, have Human Relations Commissions and special human rights ordinances?
- Tell us about your experience with the LGBTQ community?
- Can you tell us about any experience you've had facilitating training or workshops or anything similar?
- What is your understanding about the difference between the HRC and No Place for Hate?

- Tell us about any experience you've had with mediation training.
- Tell us about your availability...during the day, nights, weekends.

### **Rotary Grant**

- Dave attended the Rotary luncheon to accept the \$500 grant. He gave out our brochures and told them about our work.
- In order to access the money from the Township, we contact Kevin Barron, the Finance Director (267-536-1050) and refer to account #01-2510 – J'town Rotary Donation to Abington HRC, 2016.

### **Grant Outreach Project**

- **Shelley will work with Suzanne Buchanan for the USDOJ** to prepare two training workshops for us. Their first meeting is now scheduled for March 3.
- We want to wait until we have our new members identified to actually do the training.
- We will contact our new chief of police, Livingood, to ask exactly how he'd like to use our expertise. We will be able to facilitate conversations for Township residents and will be able to "train the trainers," if there are other organizations that would like to learn how to conduct these sessions.
- The grant will pay for materials that will be distributed at these sessions.

**Next Meeting: March 14**