Spokane Human Rights Commission

February 5, 2020

Meeting Minutes
Meeting called to order at 5:40

Commission Briefing Session:
1. Roll Call and Approve the December 4, 2019 Minutes:
   a. Commission Members Present: Lance Kissler, Hayley Harrison, Jac Archer, John Lemus
   b. Commission Members Absent: Earl Moore, Jennifer Thomas, Aaron Riley, Councilmember Kate Burke and Ronald Toston (excused for medical leave)
   c. Staff Members Present: none
2. Quorum: No
   Minutes not approved due to no quorum.

Discussion Items
1. Census 2020 Presentation - Alex Panagotacos
   a. Presentation on Census 2020 with emphasis on civil and human rights
2. Workplan Review and Budget Update
   a. Budget was funded at $2500 rather than $3500 requested
   b. Branding and Logo update – logo completed, business cards completed, letterhead and brochure templates will be updated for design and content
      i. Banner and table drape have spelling errors. Vendor has offered 10% discount for replacement. Replacement cost is approximately $325.
   c. Event Tabling Plan
      i. Budgeted $500 for event costs but could be reduced for cost sharing with county task force.
   d. Courageous Conversations
   e. Coffee with a Commissioner
   f. Social Media
      i. Decreased amount budgeted
   g. Human Rights Awards
   h. Timely Response
   i. Advising Council/Mayor
   j. Education/Training
      i. Savings may be realized after research regarding conferences
   k. Operations
      i. Removed $1,000 costs for email/IT costs