

Human Rights Commission Rules Committee Meeting Minutes

March 28, 2025

1. Call to Order

The meeting was called to order at 12:12 PM.

2. Roll Call

Present (all via zoom) were Lisa Laplante, Corey Barr, and Elizabeth Brusie. Also present were Attorneys Mark Reich and Lauren Goldberg of KP Law.

3. Acceptance of Minutes

- a. Minutes for previous meeting

4. Discussion with City Attorney

- a. Rules of Procedure and Complaint Procedure for Human Rights Commission

The committee reviewed the attorney's feedback on the draft complaint procedure. This included the purpose of the procedure and guidance for commissioners and for complainants. Mechanisms and parameters for the commission to fairly vet and review complaints as well as the parameters of confidentiality and/or anonymity that the commission can provide to complainants. This included the potential feasibility of one on one "intake" meetings with complainants and a designated commissioner. The committee also reviewed the remaining edits on its rules of procedure document with the two attorneys.

- b. Guidance on Open Meeting & Public Records Laws

The primary focus on the open meeting law consisted of how to conduct intake meetings with complainants without running into conflict with the open meeting law.

5. Public Comment

No member of the public offered comment.

6. Adjournment

The meeting adjourned at 1:20 PM.