

***Meeting Agenda***  
**Human Relations Commission**  
**Regular Meeting**  
**Friday, May 21, 2010**  
**4:00 p.m. – Room 220**

I. **Call to Order**

II. **Roll Call**

Lauren Dornell-Neal  
Charles Dumas  
Michael L. Eggert  
Gregory J. Mussi  
Colleen Smith

III. **Approval of Minutes**

IV. **Public Hour - Hearing of Citizens**

V. **New Business**

- A. Discuss proposals to recommend to the Borough Council that responsibilities of the Human Relations Commission be expanded or not

VI. **Old Business**

VII. **Discussion Items**

VIII. **Items of Information**

IX. **Set Date and Time for next meeting**

X. **Adjournment**

***Meeting Minutes***  
**Human Relations Commission**  
**April 15, 2010**

The State College Borough Human Relations Commission (HRC) met on Thursday, April 15, 2010, at 4:30 p.m. in Room 321 of the State College Municipal Building, 243 South Allen Street, State College, PA. The meeting was called to order at 4:32 p.m.

Present: Charles Dumas  
Lauren Dornell-Neal  
Colleen Smith  
Absent: Michael L. Eggert  
Gregory J. Mussi

Also in attendance were: Beth A. Johnston, Human Resources Director; Terry J. Williams, Borough Solicitor; and Sharon Ergler, Assistant Borough Secretary.

The Commission began with introductions of the newest member, Colleen Smith, and Recording Secretary, Sharon Ergler.

Election of Officers – Ms. Dornell-Neal nominated Mr. Dumas as Chairman. Ms. Smith seconded the motion which passed unanimously. Next, Mr. Dumas entertained motions for Vice Chair. Ms. Smith nominated Ms. Dornell-Neal as Vice Chair. Mr. Dumas seconded the motion. The motion passed unanimously.

Public Hour - Hearing of Citizens. Mr. Williams explained that all Borough meetings are open to the public and this item is on every Authority, Board, or Commission's agenda to see if anyone from the public is present and whether or not they wish to speak about items on the Commission's agenda. There being no members of the public present; no comments were received.

New Business - Mr. Dumas asked if any complaints have been filed since the Human Relations Commission last met. Ms. Johnston said no complaints have been filed.

Mr. Dumas asked if the Borough's HRC has jurisdiction over Penn State. Mr. Williams said the answer is yes; however, Penn State would surely challenge the HRC's role. He added that there is a PA Human Relations Commission, which Penn State is familiar with. Mr. Williams said if the HRC received a complaint from a Penn State employee, it would be difficult to handle because Penn State would challenge the Borough's jurisdiction over the complaint.

Mr. Dumas said the HRC is interested in having their role expanded. He suggested the HRC hold a special meeting to discuss the expanded role and to come up with a work plan to present to Borough Council of what the HRC has in mind for the expansion of their role. Staff informed the HRC that Borough Council would entertain that possibility at a Council meeting during the second half of the year. At this point, staff has no timeline of when this agenda item will be discussed.

Ms. Dornell-Neal inquired as to how the Borough would advise the public of the HRC's expanded role. Will there be flyers put up in public libraries, churches, etc. letting the public know when the HRC was going to discuss the potential expansion of their responsibilities.

Staff indicated that all of the HRC's meeting notices are advertised in the *Centre Daily Times* and on the Borough's webpage.

Solicitor Williams explained to the HRC members that due to the PA Sunshine and Open Records Law, all government business must be conducted in the sunshine. The only exceptions to this are to discuss personnel, real estate, and litigation. All public meetings must be advertised and open to the public. He said this includes email, telephone conversations, etc. All HRC members are prohibited to engage in discussions of agency business outside the public meetings and Commission members must refrain from doing so. Mr. Williams added that emails are permanent records and these records never go away. Due to the PA Open Records Law, when a communication is received by the Borough, it becomes an open record and it is archived by the Borough. Mr. Williams noted that violations of this law are personal liability and the Borough would not be held liable for actions of the members. If Commission members have something they wish to discuss, they should email their concerns and/or question to staff first. As a general operating procedure, Mr. Williams said everything should be sent through staff.

Mr. Dumas said in many cases a lot of business is discussed outside of the public forum. Mr. Williams said there used to be a lot of backroom politics and the public had no chance for input, which paralyzed the process.

Mr. Dumas said he would like the HRC to meet on Thursday, May 13, to discuss the possible expansion of the Commission's duties. Both Ms. Dornell-Neal and Ms. Smith said they were available to attend.

Approval of Minutes – By a motion from Ms. Smith and second from Ms. Dornell-Neal, the Commission voted unanimously to approve the April 29, 2009 minutes as written.

On a motion by Ms. Dornell-Neal and second by Ms. Smith, the meeting adjourned at 5:25 p.m.

Respectfully submitted

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Sharon K. Ergler  
Recording Secretary