

WINNEBAGO COUNTY DIVERSITY COUNCIL

AGENDA

Called by: Chairperson,
Tim Nabors

Members: Jaime Salgado,
L.C. Wilson, Michele Caldwell,
Tommy Meeks, Maria Fernandez,
Dorothy Redd, Valerie Hanserd

DATE: WEDNESDAY, MARCH 29, 2023

TIME: 4:30 PM

LOCATION: ROOM 509
COUNTY ADMINISTRATION BLDG
404 ELM STREET
ROCKFORD, IL 61101

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Minutes – April 21 and November 30, 2022
- D. Public Comment – This is the time we invite the public to address the Winnebago County Diversity Council with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Treasurer Report
- F. Other Items
- G. Adjournment

**Winnebago County Board
Diversity Council Meeting**
County Administration Building
404 Elm Street, Room 510
Rockford, IL 61101

Thursday, April 21, 2022
4:30 PM

Present:

Dorothy Redd, **Chairman**
Tim Nabors
Jaime Salgado
L.C. Wilson
Michele Caldwell
Maria Fernandez

Others Present:

Joe Chiarelli, County Board Chairman
Pat Thompson, County Administrator
Dave Rickert, Chief Financial Officer
Debbie Crozier, HR Director
Karen Elyea, Chairman's Executive Assistant

Absent:

Tommy Meeks

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Minutes
- D. Public Comment
- E. Treasurer Report
- F. Other Items
- G. Adjournment

Chairman Redd called the meeting to order at 4:30 PM.

Public Comment

Chairman Redd omitted reading the Public Comment section of the Agenda due to no one present to speak.

Approval of Minutes

None

Treasurer Report

- The checking account balance is approximately \$5,500.
- There was a brief discussion regarding an approval to purchase a table at the RAMM Banquet.

Motion by Mr. Wilson and Seconded by Mr. Nabors.

Motion passed by unanimous voice vote.

Other Items

- Committee Members need to start thinking about areas where they want to potentially support and get involved within the community. Tommy Meeks will probably speak with the Committee for financial support of Juneteenth. Also need to look into the HR Department regarding different policies within the County that can be recommended.
- There was a discussion regarding an item that the State or Federal government needed from the County to identify procurement minority businesses and how to report them.
- There was a discussion regarding Juneteenth. The Board previously voted to not make it a holiday in 2022. It will be presented to the Board during the budget process to have Juneteenth be a County holiday in 2023.
- The Diversity Council was trying to make sure they were providing the representation for job opportunities within the minorities, trying to push on the procurement side for minority owned businesses and see if there was a policy in place.
- Starting this year the County will track their vendors as far as small business minority status, women owned businesses and veteran status. Information will be posted on the website.
- Chairman Chiarelli asked for the Council's assistance in obtaining a larger pool of candidates for appointments to the County Board. It was recommended to reach out to different communities and organizations as they know individuals who are highly qualified.
- The HR Department is working on diversity training.
- "Eliminate Racism 815" was discussed.
- There was a discussion of possibly having diversity on faith during the prayer and pledge at some future County Board meetings.

Motion to Adjourn. Moved and Seconded.

Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling
Administrative Assistant

**Winnebago County Board
Diversity Council Meeting**
County Administration Building
404 Elm Street, Room 509
Rockford, IL 61101

Wednesday, November 30, 2022
4:00 PM

Present:

Dorothy Redd, **Chairman**
Jaime Salgado
L.C. Wilson
Tommy Meeks

Others Present:

Dave Rickert, Chief Financial Officer
Debbie Crozier, HR Director

Absent:

Tim Nabors
Michele Caldwell
Maria Fernandez

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Minutes
- D. Public Comment
- E. Treasurer Report
- F. Other Items
- G. Adjournment

Chairman Redd called the meeting to order at 4:00 PM.

Public Comment

Chairman Redd omitted reading the Public Comment section of the Agenda due to no one present to speak.

Approval of Minutes

None.

Treasurer Report

- Two checks were written, check #1079 written to RAMM for \$450.00 in payment for a banquet and a second check not named.
- A check needs to be issued for \$100.00, backup needs to be provided for the check.
- No issuance of checks since July 14, 2022.
- The checking account balance is approximately \$4,500.
- There was a brief discussion regarding an approval to purchase a table at the RAMM Banquet.

Motion by Mr. Wilson and Seconded by Mr. Meeks.

Motion passed by unanimous voice vote.

Other Items

- Chairman Chiarelli was sent a request to advise the committee on how to make improvements to the committee and what can be provided to help. Chairman Chiarelli was not in attendance.
- Mr. Salgado reported the Diversity Council is part of the Winnebago County as a whole with at least two board members. The committee needs to look at Bylaws for structure. The purpose is to ensure that the county as a whole has a representation of the whole county, by hiring practices, minority women's businesses, etc. Outside of the community, the committee has made donations to other causes, such as Juneteenth, promoting diversity, for the county as a whole, not just one organization but across the board with other organizations. The committee needs to have more diligence on meeting regularly and what to do going forward. In the past, the procurement officer was invited to the committee and spoke about best practices for bidding to attract minority and women in business and also HR when it comes to hiring. The committee is hoping the Chairman can work with the committee to attain the goals of the committee.
- Mr. Wilson spoke about the purchasing aspect of the County to try to include minorities and others. Mr. Rickert advised that Purchasing was directed to start tracking vendors for small business minority and women owned businesses that will be posted on the website. Mr. Wilson would like to see updated statistics showing a comparison of the past to the present for the past quarter through September 2022.
- Ms. Crozier noted on the HR application, race/ethnicity is a volunteer question and the majority of people do not respond to the question. A suggestion was made to utilize zip codes to collect statistics.

Motion made by Ms. Redd to have Tim Nabors act as the Chairman of the Diversity Council.

Second: Mr. Salgado.

Motion carried with unanimous voice vote.

- The suggestion was made to have Maria Fernandez act as Vice Chairperson. Maria will be nominated and voted in at the next Diversity meeting.
- The Diversity Committee is a standalone committee. Board members discussed the establishment of the committee through a Resolution in the past. Ms. Redd and other committee members will check to see if they have the paperwork that can be sent to the County Chairman's office. The Diversity Committee is looking for Chairman Chiarelli to recognize the Diversity committee as part of the Winnebago County Board.

Motion made by L.C. Wilson to meet quarterly. Second: All other committee members.

Motion carried with unanimous voice vote.

- Tommy Meeks mentioned his wife, Ms. Evelyn Meeks has received the School Board Member of the Year award for the State of Illinois. She is in the Harlem School District. Mr. Rickert will notify the Chairman's assistant to create a Proclamation recognizing the achievement and service of Ms. Meeks.

- Mr. Rickert will pass on the information discussed during the committee meeting to Chairman Chiarelli.

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Motion to Adjourn. Moved: L.C. Wilson and Seconded by the committee.
Motion passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile
Administrative Assistant