

**CONTRACT COMPLIANCE COMMITTEE
of the
BLOOMINGTON HUMAN RIGHTS COMMISSION**

The Contract Compliance Committee of the Bloomington Human Rights Commission met at 3:30 on Monday, March 15, 2021, via Zoom. Present for this meeting were commissioners Ryne Shadday, Latosha Williams, Byron Bangert and Erin McAlister. Also present were Heather Hice from Snider Recreation, Nicole Decriscio Bowe, legal assistant, and Barbara E. McKinney, BHRC director/assistant city attorney.

Roll Call: Shadday called the roll.

Explanation of CCC's affirmative action procedures: McKinney said that the human rights ordinance requires covered bidders to submit affirmative action plans to the BHRC. The CCC regulations require bidders to submit the AAPs to her at least 24 hours before the bid deadline, separately from the bid. The plan has to include, among other things, all of protected categories found in the ordinance, a harassment plan, a grievance procedure and a statement saying the company will not retaliate against anyone for filing a grievance.

Parks and Recreation requested a proposal for the Winslow Woods Project. Proposals were due on 2/26/21. Their request for proposals included information about the affirmative action requirements.

Snider Recreation submits its AAP with its proposal, not to me and not 24 hours before the bid deadline. It also didn't include all of the required provisions such as a grievance procedure and a non-retaliation statement.

McKinney said she found the plan to be unacceptable under CCC rules on March 1. She let Heather Hice from Snider know of her finding and her right to appeal.

She appealed on March 5, within the deadline to appeal. She has since submitted an AAP that meets the CCC's requirements.

McKinney asked the CCC to accept the following documents into the record: a copy of the human rights ordinance, a copy of the CCC's rules and regulations, a copy of Parks' request for proposals, a copy of Snider's AAP submitted with the proposal and a copy of their amended AAP, a copy of her finding that the plan was unacceptable and a copy of Snider's appeal. Bangert so moved; Williams seconded. Shadday called the roll; passed unanimously.

Snider's appeal: Hice said that her company takes the finding seriously and that it wants to do all it can to continue its relationship with the City. She

said she is fairly new. When she was preparing the company's proposal, she asked for a copy of the company's AAP from the home office, and submitted that with her proposal. She said she personally missed the requirement that the policy needed to be submitted to McKinney separately. She said it was a learning experience for her and she will double check every document prior to submission in the future.

Public input: No public input.

Discussion and vote: Shadday noted that the CCC typically overturns McKinney's finding if the bidder has explained what happened and taken steps to keep it from happening again. Bangert asked if the plan submitted originally met the requirements except for timeliness; McKinney said it did not, but the second plan did. He asked Hice if this was the first time her company had bid with the City; she said no, but it was her first time. McAllister asked if the bidder always made a statement; Shadday said they don't usually come to the meetings but usually present a statement. Williams thanked Hice for her transparency and honesty.

Bangert moved that the CCC overturn McKinney's finding that the plan was unacceptable. Williams seconded. Shadday called the roll; passed unanimously.

Meeting adjourned at 4:00 p.m.

Respectfully submitted,

Barbara E. McKinney, BHRC director/assistant city attorney