



HUMAN RELATIONS
COMMISSION

TROY HUMAN RELATIONS COMMISSION
Thursday, November 16, 2023, 6:15 p.m.
Council Chambers, City Hall, 100 S. Market Street

AGENDA

- | | | |
|--------------|---|------------------------------|
| I. | Call to Order | J. Keller |
| II. | Roll Call | S. Hekate |
| III. | Approval of October 19, 2023 Minutes | motion/second/roll call vote |
| IV. | Approval of Revised Operating Guidelines | motion/second/roll call vote |
| V. | Approval of 2023 Report to City Council | motion/second/roll call vote |
| VI. | Proposed Dates & Times of 2024 Mandatory Meetings | J. Keller |
| VII. | Commission Member Comments | |
| VIII. | Public Comments | |
| IX. | Adjourn | |

Next Meeting: TBD

MINUTES OF HUMAN RELATIONS COMMISSION

A regular session of the Human Relations Commission was held at 6:15 p.m. in Council Chambers, City Hall.

Members Attending: Holycross, Keller, Major, Severt.

Presiding Officer: Chairperson Sonia Holycross

Others Attending: City Staff

CALL TO ORDER: The meeting commenced at 6:15 p.m. by the Chairperson's call to order.

MINUTES: Upon motion of Mr. Keller, seconded by Mr. Severt, the May 18, 2023 minutes were approved by the Commission unanimously, having no corrections or additions to these minutes.

REVISED OPERATING GUIDELINES: Mr. Major suggested amending the revised guidelines to require four mandatory annual meetings instead of one. Mr. Keller and Mr. Severt commented that adopting the revised language as presented would allow the Commission to schedule additional meetings when needed. Mr. Major concurred with their statement. However, he expressed concern that without pre-scheduled mandatory meetings, Commission members may become disengaged, resulting in increased absenteeism. Mr. Major motioned to amend the revised guidelines to require four mandatory annual meetings. Mr. Severt seconded the motion, and the motion carried by unanimous vote. The amended operating guidelines will be presented to the Commission for their approval at the next meeting.

2023 PROJECTS UPDATE: Ms. Holycross and Ms. Hekate, City staff, stated that the Ohio History Connection application had been approved, and it had also been selected to receive the William G. Pomeroy Foundation grant to fund the cost of a standard Ohio Historical Marker. Ms. Hekate noted that starting November 2023, the Ohio History Connection staff will commence the review process of the submitted sources and finalize the marker text, and when the review process is complete, Ms. Holycross and Ms. Hekate will be notified.

The HRC reviewed the Troy, Ohio, African-American Historical Sites brochures, and upon motion of Mr. Keller, seconded by Ms. Holycross, the brochure was approved by the Commission unanimously.

COMMISSION MEMBER COMMENTS: No comments were provided

PUBLIC COMMENTS: Dede Wissman, 2503 Renwick Way, agreed with Mr. Major that the HRC should hold more meetings. She also stated that she liked the brochure and thanked the Commission and City staff for developing it.

There being no further business, the meeting adjourned at 6:32 p.m.



OPERATING GUIDELINES

ARTICLE I - Name

The commission shall be known as the Troy Human Relations Commission, hereinafter referred to as 'HRC.'

ARTICLE II – Duties and Purpose

Pursuant to Chapter 135 of the “Codified Ordinances of Troy, Ohio,” the HRC shall be an advisory board of City of Troy (henceforth, ‘City’) residents and stakeholders. The goal of the HRC shall be to promote inter-group relationships within the City, including but not limited to those relationships which involve age, race, physical or mental handicaps, poverty or sex as a basis for distinction. Activities of the HRC to achieve that goal may include:

- a) Researching current opportunities to enhance inter-group relationships within the City, including but not limited to those relationships which involve age, race, physical or mental handicaps, poverty or sex as a basis for distinction.
- b) Advising and cooperating with the Mayor, Council, and Public Service and Safety Director with respect to any potential issues which have bearing on the community involving prejudicial practices or incidents based on age, race, physical or mental handicap, poverty, or gender.
- c) Enlisting the cooperation of governmental agencies, as well as all racial, religious, ethnic, educational, business, community, civic, labor, fraternal and benevolent groups, associations and societies and all constructive community forces and talents to abate unfair practices and,
- d) Monitoring along with the City administration the resolution of any complaints related to discrimination based on age, disability, poverty, race, and gender. Monitoring shall mean ensuring that all complaints are forwarded to the appropriate governmental body for investigation, recognizing that the conclusion of said investigation may be confidential.

ARTICLE III – Members

The HRC shall be governed solely by its members, with business conducted by a Chairperson, Vice Chairperson, and Secretary. Members shall consist of between ~~five~~ (5) and nine (9) members as appointed by the Mayor and confirmed by Troy City Council. All members shall be residents of the city and/or within the Troy City School District.

The Mayor shall automatically remove a member ~~shall be automatically removed~~

~~by the Mayor from the HRC if he or she, has three (3) unexcused absences within one year twelve (12) consecutive months, has three (3) unexcused absences, or six (6) unexcused absences within his or her a term, on the Commission (6) unexcused absences from meetings of the HRC, its committee, or a combination thereof. By a two-thirds (2/3) majority vote of all members, the HRC may excuse a member for just cause, which shall be defined as When some member of the HRC may be unable to attend meetings, by reason of illness, vacation, or absence from the city, or for other reasons, and if the absent member is absent for a just cause, a motion should be passed by a two-thirds (2/3) majority vote and entered on the minutes, excusing such member.~~

Additionally, a member may be removed by either the Mayor or by a two-thirds (2/3) majority vote of the ~~HRC members~~ for conduct that is disorderly, detrimental to, or reflects negatively on the duties, objectives and work of the HRC. In such cases listed in this paragraph, no removal shall occur without either the concurrence of two-thirds (2/3) of the HRC members or by the Mayor and until the delinquent member has been notified of the charge against him or her and has had an opportunity to be heard.

ARTICLE IV – Officers

The officers of the HRC shall include a Chairperson, Vice Chairperson, and a Secretary. Officers shall hold office for a period of two (2) years, with election occurring at the first meeting in January of each odd year.

No officer shall hold the same position for more than two (2) consecutive terms. A vote of a majority of all members is necessary for election. All elected officers and members shall serve without pay. Vacancies shall be filled by the Mayor and confirmed by City Council.

The duties of the Chairperson shall be to notify members in accordance with Article V below, develop the HRC meeting agendas and conduct the meetings. The duties of the Vice Chairperson shall be to perform the duties of the Chairperson in his/her absence. The duties of the Secretary shall be to record the minutes of all meetings.

ARTICLE V - Meetings

~~The HRC shall conduct a mandatory meeting~~ **four (4) mandatory meetings** ~~during the first quarter of each calendar year. Other meetings may be called as necessary upon request of the Mayor or two-thirds (2/3) of the members. Any members may initiate a request for a meeting.~~ All meetings of the HRC shall be public and ~~regular meetings~~ shall be conducted at a date, time, and place to be determined by the HRC, ~~no less than once every three (3) months, unless specifically cancelled due to lack of business or quorum.~~

Within the first quarter of each calendar year, the HRC shall update the list of initiatives, adding, deleting or modifying said list according to progress, interest, and

completion.

Members shall be notified at least forty-eight (48) hours prior to meetings. ~~Other meetings may be called by the Chairperson or by written request to him/her by a majority of the members for a special meeting. Such petition shall state the purpose of the special meeting requested, suggest the date and the place of the meeting, and shall allow at least five (5) days to notify the membership.~~ For the purpose of conducting business, a quorum shall be defined as fifty one percent (51%) of the voting members. To be counted as 'in attendance', a member may participate in a meeting only by his/her physical presence, unless the Ohio Revised Code provides otherwise.

ARTICLE VI– Voting

Each member in attendance at any meeting shall be entitled to one (1) vote. Except when otherwise provided, all voting in the meetings of the HRC shall be by voice vote unless a roll call is demanded by three or more members. A majority of the votes cast shall be necessary to approve an action item.

ARTICLE VII – Committees

The HRC may convene ad hoc committees from time to time for the purpose of further discussion and/or consideration of possible recommendations to the HRC regarding proposed initiatives, as well as to report, as deemed necessary by the HRC, on the status of any initiatives so approved by the HRC.

Only a member of the HRC shall be the chairperson of any committee appointed by the HRC. Other committee members shall be appointed by the committee chairperson, subject to approval by the HRC. Committee members may include HRC members or any interested outside parties. All appointments to HRC committees shall be limited to the specific purpose and by mutual agreement of the officers and the appointed committee member.

It shall be the duty of the chairperson or designated secretary of each appointed committee of the HRC to provide written reports of the meetings and progress updates on initiatives to the HRC at least one week prior to the following regular meeting of the Commission. Reports shall cover the work performed and conclusions reached by the committee. The committee members shall approve reports before submitting them to the HRC. In addition, if deemed necessary by the HRC, the committees may give brief oral reports at the Commission's regular meeting.

The HRC may designate a member or members to serve on other boards and committees. A vote of a majority of all members is necessary for the nomination and election of the designee.

ARTICLE VIII – Robert’s Rules of Order

The latest edition of Robert’s Rules of Order, as of the date of the approval of these Operating Guidelines, shall be followed with respect to any question not herein specifically provided for.

ARTICLE IX - Amendments to Operating Guidelines

The Operating Guidelines may be amended by two-thirds (2/3) vote of all voting members provided the amendment has been advertised as an agenda item. An Operating Guidelines review committee may be appointed by the Chairperson at least every two (2) years to review and recommend amendments to the operating guidelines if any amendments are needed. The review committee shall automatically dissolve upon the approval/disapproval of its recommendations by the membership.

ARTICLE X – Acceptance of Operating Guidelines

By signing below, the Chairperson and Secretary of the Troy Human Relations Commission assert that the Operating Guidelines outlined above have been approved and accepted by roll call vote of at least sixty percent (60%) of the HRC members.

Chairperson

Printed Name: _____

Signature: _____

Date: _____

Secretary

Printed Name: _____

Signature: _____

Date: _____



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Chairperson

Printed Name: _____

Signature: _____

Date: _____

Secretary

Printed Name: _____

Signature: _____

Date: _____

To: Mayor Robin I. Oda and Troy City Council

From: Sonia Holycross, Chairperson, Troy Human Relations Commission

Date: January 2, 2024

Subject: 2023 ANNUAL REPORT

On behalf of the City of Troy Human Relations Commission (HRC), and in compliance with Section 135.04 of the City of Troy Codified Ordinances, I am pleased to forward the following review of the HRC's 2023 activities.

The current HRC appointees are: Kane Feltner (Secretary), Sonia Holycross (Chairperson), Jon Keller (Vice-Chairperson), Marvin Major, Sr., Todd Severt, and Ruby Villalobos. At the first meeting in January 2025, the Commission will elect a new chairperson, vice-chairperson, and secretary.

The Commission meetings have been held bi-monthly on third Thursdays, with few exceptions. Initially, the HRC formed committees; however, the Commission decided to dissolve the committees and convene ad hoc committees for further discussion and/or consideration of possible recommendations to the HRC regarding proposed initiatives.

The HRC webpage allows community members to contact the Commission via email or fill out a form to report a complaint or issue related to the HRC's Chapter 135.05 list of duties. The HRC received six complaints, five of which were forwarded to the appropriate governmental body or organization for follow-up. These complaints were:

- Absence of culturally diverse performers at the Fourth of July celebration (the event organizers have been advised).
- Concern of personal devices being hacked and tracked (no contact information provided to follow up).
- Discrimination at a workplace in Kentucky because of accommodations needed due to disability. The complainant was an Ohio resident (was referred to the Ohio Civil Rights Commission to voice the issue and possibly gain assistance).
- Complaint regarding a delay in footstone grave marker placement at Riverside Cemetery (Assistant Service and Safety director who oversees cemetery operation in the City was notified, and the issue was resolved).

- Notification regarding a false report made against a police officer (Police Chief and Director of Human Resources were notified).
- Racial discrimination issue at a company located in Troy (City staff attempted to contact the complainant to obtain more information, but no response was received).

The following are the Commission's 2023 activities:

- Reviewed and updated Operating Guidelines.
- In conjunction with City staff and Manager-Archivist Patrick Kennedy at Troy Local History Library, created the Troy, Ohio, African-American Historical Sites brochure that will be distributed among local organizations.
- With the assistance of Patrick Kennedy and Ben Sutherly, re-applied for the standard marker through the Ohio Historical Markers program to honor 54th and 55th Regiments African-American soldiers buried at the Soldiers Circle at Riverside Cemetery, Section 11. The application and grant funding to defray the cost of the marker was approved, and the Commission is waiting for further instructions from the Ohio History Connection Office to move the project forward.
- Three years in a row, helped to plan the Juneteenth walk and celebration. The Commission continues to have a representative on the Juneteenth planning committee and hopes the event will grow yearly.

The members of the HRC are proud of the work that's been accomplished during the past three years and the six (6) members remain committed to fulfilling the duties outlined in Chapter 135. I am available for any questions or concerns and would gladly make myself available for a presentation to you and Troy City Council at your convenience.

Sincerely,

Sonia Holycross
Human Relations Commission, Chairperson

Proposed Dates and Times for 2024 Mandatory Meetings

Thursday, January 18, 6:15 p.m.

Thursday, April 18, 6:15 p.m.

Thursday, July 18, 6:15 p.m.

Thursday, October 17, 6:15 p.m.



TROY
OHIO



Shawn O. McKinney
Chief of Police

TROY POLICE DEPARTMENT
OCTOBER 2023 REPORT TO COUNCIL

	Previous Month	Present Month
Misdemeanor Arrest	101	119
Felony Arrest	27	30
Number of Calls	1927	1873

# Written	# Paid	Amount Paid
130	95	\$2,440.00

	Miles Driven	Gas Consumed	Average M.P.G.
Patrol Cars	20,242	1706.5	11.9
Un-marked Vehicles	5908	390.2	15.1
Total	26,150	2,096.7	13.5

FORMAL COMPLAINTS:
1

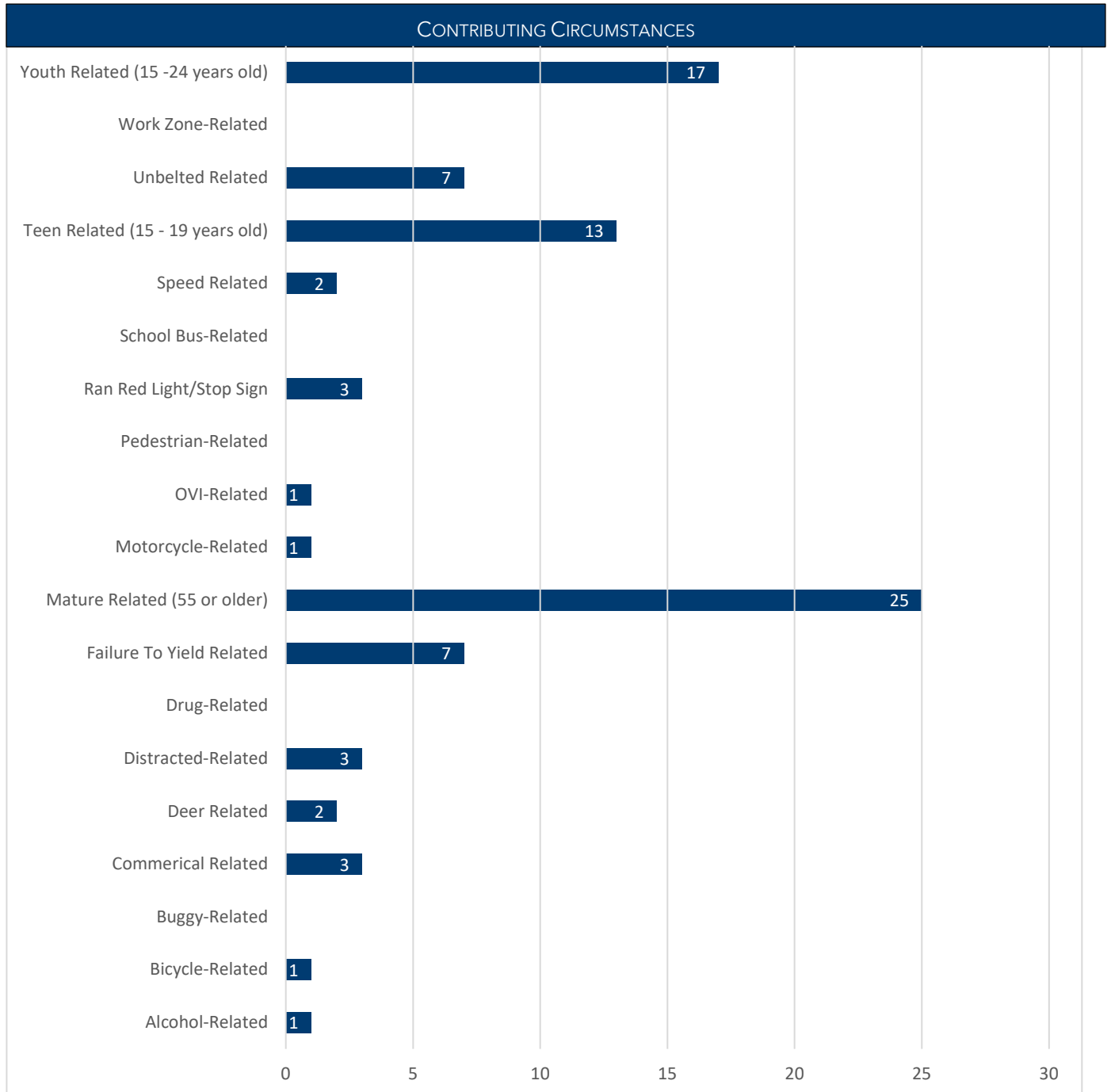
USE OF FORCE:
5

Traffic Stop Demographics			
Race/ Sex	Total Traffic Warning	Total Traffic Citation	% of Warnings
Black Male	20	11	64%
Hispanic Male	4	4	50%
White Male	127	67	73%
Black Female	17	5	77%
Hispanic Female	0	4	0%
White Female	109	46	70%





TROY POLICE DEPARTMENT SEPTEMBER 2023 ACCIDENTS AND ANALYSIS



SEVERITY OF ACCIDENT	
Minor Injury	5
Injury Possible	6
Property Damage Only	41
Serious Injury Suspected	
Total	52

DAY OF WEEK						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9	9	6	9	7	6	6

TIME OF DAY				
Time	%		Time	%
12-12:59 AM			12-12:59 PM	5.8
1 - 1:59 AM	1.9		1 - 1:59 PM	
2 - 2:59 AM			2 - 2:59 PM	7.7
3 - 3:59 AM			3 - 3:59 PM	19.2
4 - 4:59 AM			4 - 4:59 PM	9.6
5 - 5:59 AM	5.8		5 - 5:59 PM	5.8
6 - 6:59 AM			6 - 6:59 PM	9.6
7 - 7:59 AM	1.9		7 - 7:59 PM	1.9
8 - 8:59AM	3.8		8 - 8:59PM	3.8
9 - 9:59 AM	5.8		9 - 9:59 PM	9.6
10 - 10:59 AM	1.9		10 - 10:59 PM	
11 - 11:59 AM	5.8		11 - 11:59 PM	



TROY
OHIO



Shawn O. McKinney
Chief of Police

TROY POLICE DEPARTMENT OCTOBER 2023 REPORT TO COUNCIL

- On October 3, 2023, an officer used the Flock cameras to solve a crash on the Public Square where a vehicle hit a yield sign and left the scene.
- On October 5, 2023 Flock cameras were used to solve a crash on W. Main St., near I 75 where the at-fault driver left the scene.
- On October 7, 2023, officers took a report of a stolen vehicle from a residence in the Westbrook neighborhood. The vehicle was spotted on Flock cameras in Tipp City and Dayton, which assisted in its recovery.
- On October 7, 2023 Flock cameras were used to identify the suspect vehicle in a Wal-Mart shoplifting. The case remains open pending the identification of the suspect.
- On October 10, 2023, officers pursued a Wal-Mart theft suspect but terminated the pursuit due to the suspect's reckless driving. Flock cameras were used to identify the car and are still being used in an attempt to identify the driver.
- On October 14, 2023, an officer used Flock cameras in the investigation of the unauthorized use of a motor vehicle. A friend of the owner was charged.
- On October 19, 2023, an officer used Flock cameras to confirm a witness statement concerning the violation of a protection order. A suspect was charged with violating the protection order and menacing by stalking.
- On October 23, 2023 Flock cameras were used to confirm witness statements resulting in a man being charged with violating a protection order against his 2 children.
- On October 25, 2023, officers identified a vehicle used in a shoplifting at Meijer, case is still pending identification of the suspects.
- On October 31, 2023, detectives used the Flock system to help solve the burglary of a local gas station where approximately \$10,000 was stolen.

