

Affirmatively Furthering Fair Housing Task Force

Steering Committee Meeting #1

July 10, 2014, 10:00 a.m.

908 City County Building

414 Grant Street

Pittsburgh, PA 15219

Attendance: Jay Dworin
Sarah Kinter
Richard Morris
Adam Stalczynski
John L. Tague, Jr.

Absent: Caster Binion
Pat Fenton

Excused: Angela Reynolds

I. CALL TO ORDER

Meeting called to order at 10:15 p.m.

Winford Craig, Vice Chair of the Commission on Human Relations expressed his interest in kicking off the steering committee. He reminded participants that the goal of the Affirmatively Furthering Fair Housing Task Force was to effect policy change, thanked participants to attending the steering committee and exited.

II. NEW BUSINESS

John Tague inquired about the U.S. Department of Housing and Urban Development's involvement in the Task Force. Jay Dworin responded that HUD representatives are aware of the Task Force and are looking for updates.

A. Rules and Roles

Committee members discussed the purposes of the steering committee. Adam Stalczynski stated that the Task Force allowed him to have an ear for specific Pittsburgh issues, and that he was looking to replicate the Task Force in other regions covered under the Pennsylvania Human Relations Commission Pittsburgh Field Office's twenty-three county jurisdiction. Stalczynski stated that the group should review best practices of steering committees for guidance.

Richard Morris stated that his interest in the committee was to ensure that the task force focused on discrimination and affordable housing issues. Jay Dworin

responded that the steering committee should also help insure that the task force distinguish and examine the differences of affirmatively furthering standards and fair housing, and to look at existing documents, such as the Analysis of Impediments. John Tague expressed the need for the Task Force to also look into affordable housing developments and plans. Sarah Kinter expressed the need for the steering committee to focus on the organizational structure of the task force, and to propose rules and roles for general business.

Jay Dworin reiterated that the current purpose of the steering committee was to create committees evident from the first task force minutes, address structure, and potentially adopt a framework for the upcoming full task force meeting.

Tague agreed that Robert's Rules of Order provides sufficient basis. He also stated that there should be specific, easy ground rules for Task Force business, including: 1. No talking at the same time; and 2. Respect people's time by being concise.

B. Membership

Committee members discussed the rules for obtaining membership in the Task Force. Richard Morris expressed the need for consumers of housing services to be involved in the Task Force, including Housing Authority Residential Advisory Board representatives and veterans, for example. Commissioner Tague concurred with the need for different housing consumers, including senior citizens and persons with disabilities. Stalczyński stated that the agenda of the Task Force should be flexible over time to include emerging issues that relate to these groups, and that the Task Force should reach out to these groups.

Dworin concluded the diversity should be an underlying principle of the Task Force to adequate input regarding community needs and issues.

Morris discussed the need to vote members into the Task Force. The Committee agreed that if one wishes to be a member, they simply need to have a current member make a motion to include them in the Task Force. A majority vote would provide membership (51%). The committee also distinguished between members and "active" members and discussed the need for members to take part in committees.

C. Committees

Steering Committee members discussed the need to adopt additional Committees based on the meeting transcript of the May 21 meeting and the current discussions. Members agreed that an Information and Outreach Committee would be useful for organizing information, membership lists, and sending out invitations and notices for meeting times. Members also included an Affordable Housing Committee, and an Analysis of Impediments Committee. Thus four

committees, including the steering committee, will be placed on the agenda for the upcoming meeting for participants to sign up for and to provide a starting point for adopting other committees.

D. Steering Committee

Steering committee members also discussed the need for order in the steering committee. Stalczynski suggested that he would be willing to run meetings for a time, and that perhaps a rotating chair or spokesperson would adequately fulfill the role. Dworin agreed, stating that all current members are capable of public speaking and providing information about what occurred to the task force. Kinter suggested that the Chair be rotated on a quarterly basis. Tague offered to serve as chair for the first quarter.

Dworin discussed the need for one to recuse oneself from a meeting in situations where sensitive information could be revealed. He also questioned how disagreements that occurred during committee meetings would be resolved during the committee readout for the full meeting. Kinter responded that any disagreements should be expressed matter-of-fact through the committee meeting minutes and during the readout. Committee members agreed.

Morris stated that committees should hold their meetings before the full task force each quarter, and should do so for specific assignments, noting the superfluous meetings of many boards, commissions, and authorities. Morris also stated that as a general rule, once the new agenda for the upcoming meeting is decided, the information and outreach committee should reach out to any organizations that have expertise on, or are impacted by the issue.

The Committee agreed that Task Force work should be accomplished primarily through Committee, and then read out and approved by the full task force. The committee also agreed that transparency is an underlying principle of the task force.

E. Upcoming Task Force Meeting

Stalczynski offered the Pennsylvania human Relation Commissions space for the upcoming task force meeting. Members offered August 27, 2014 at 10:00 a.m. as a potential date for the next full meeting.

III. ADJOURNMENT

The meeting was adjourned at approximately 11:30 a.m.