

**Lower Gwynedd Township
Human Relations Commission
Thursday, February 2, 2023
Meeting Minutes**

Commission Members:

Andrew Abramson

Jimmy Chong

Meredith Roark – via zoom

Stella Lee -Via zoom

Christine Lamar – Absent

Supervisors Present:

Janine Martin

Danielle Duckett via zoom

Staff:

Michelle Farzetta – absent (taking minutes via recording)

Call to Order – Mr. Abramson called the meeting to order at 7:06 pm

Approval of the minutes from January 5, 2023 – Mr. Abramson stated the minutes had been circulated from the January meeting. Mr. Chong made a motion to approve, seconded by Mr. Abramson. Motion passed 4-0.

Updates from Commission Members regarding attendance at the following:

January 11, 2023 Tri-States Human Relations Commission Zoom Meeting – Mr. Abramson and Ms. Lamar both attended. There are six meetings a year. He stated it was useful to hear what others were doing in the area. Mr. Abramson stated he will attend the next meeting. Ms. Martin suggested polling the committee prior to the next meeting to see if as a whole, there are any questions that we could get advice or answers on.

January 19, 2023 Upper Gwynedd HRC Annual Summit – Unsure if anyone attended

January 22, 2023 LGBTQ+ Cultural Competency Training – Mr. Chong was supposed to attend, but was sick and unable to attend. He contacted Ricky to attend and record, but he did not record. He did send a picture of the slide, which Mr. Chong circulated.

Updates from Board of Supervisors Liasson- Janine Martin – We now have a staff member, Michelle Farzetta, that will be helping us by taking meeting minutes, assisting to get information posted and out to the public and facilitating any help we may need. Ms. Martin

asked for confirmation that information was sent for the paper newsletter. Ms. Roark confirmed it was sent.

New Business- Mr. Chong stated that he has spoken with Dr. Bernadine Ahonkhai from the Coalition for Racial Equity and Social Justice. She would like to attend a future meeting to discuss a possible partnership. She also invited everyone to an event on February 13, when Yvonne Ukhu will tell the story about her journey in the medical world and pharmaceutical sector. Ms. Martin agreed it would be a good idea to have her attend the next meeting. Mr. Chong will confirm when she will attend, and have her added to the agenda.

Brochure and Complaint Process Details – Mr. Abramson circulated documents that he created using those shared from Abington and Upper Dublin as a guide to create a brochure for Lower Gwynedd. Once we have a draft, we can run it past Mr. Stein for a legal review. Mr. Abramson also created a simple form on how to file a complaint. Mr. Abramson would like to have this approved soon at a future meeting. Once approved then he would like to look into getting the form professionally printed into a brochure form and put onto the website, as well. The brochures could be displayed at the township and at events. Ms. Roark stated that we should have some kind of procedure put in place to help with the process and give us some direction. Mr. Abramson referenced the ordinance regarding the process for receiving complaints, as it is explained in the ordinance. Mr. Abrahamson will edit the brochure to include the process stated and next steps, referencing the ordinance for clarification.

Newsletter ideas – Ms. Martin stated this agenda item is when we would choose items for the upcoming e-newsletter and paper newsletter. There are many community events that we could advertise. Ms. Roark would like to do targeted advertisements to those impacted by events. Ms. Lee agrees that making the events specific would be more impactful. Mr. Abramson feels this is a good idea, but we are not ready at this point, possibly the fall we would be ready.

Mr. Abrahamson opened the floor to any additional items to be discussed. Mr. Abramson said the only thing that needs to be covered is the next Tri-State meeting. Ms. Martin stated that the priority at the March meeting will be getting the contents of the brochure material finalized and have them be comfortable with the content included. She will also see if she can get the next steps once approved.

Adjournment – Meeting was adjourned at 7:48 pm.