



City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Meeting Minutes - Final

Affirmative Action and Human Rights Commission

Thursday, February 11, 2021

4:30 PM

Virtual

Call To Order

Also present: Kate Croteau, Mayor Mason, Ellen Nuechterlein, Vicky Selkove, Brendan Saunders

PRESENT: 7 - Carmen Lassiter Ayers, Roy Carter, Roy Carter, Don Nielsen, Dasheika Kidd, Olivia Alcorta and Edwin Santiago Jr

ABSENT: 1 - Damian Evans

EXCUSED: 2 - Rashanda Cainion and Vera Burns

Approval of Minutes for the January 14, 2021 Meeting

A motion was made by Carter and seconded by Nielsen that the 3 Minutes for the January 14, 2021, meeting be approved.

[0097-21](#)

Subject: Reports

January Affirmative Action Hiring Report
January Fair Housing Report

Fair Housing Officer Brendan Saunders reported that the City received a quick turn-around \$215,000 Block Grant and is working with Here to Help, which networks with multiple agencies to provide a one-stop-shop to assist with back rent, utilities, etc. Here to Help can be contacted at 262-638-6400. They are in the process of preparing a mailing to all rentals. AAHRC asked Mr. Saunders to do a presentation on Fair Housing at the March 11, 2021, meeting.

A motion was made by Alcorta and seconded by Nielsen to receive and file the January 2021 Affirmative Action Hiring Report and the January 2021 Fair Housing Report.

[0098-21](#)

Subject: City Recruitment Resources & Discussion

Human Resources Director Kate Croteau reported that the city uses NeoGov, an applicant tracking program. Once an applicant completes their profile, they do not need to recreate it when applying for subsequent positions. The City uses multiple sources for job postings, including GovJobs, Wisconsin Work Force Development (WWFD), MilwaukeeJobs.com, LinkedIn, and handshake. In addition, they post to all colleges and universities in Wisconsin and Illinois, League of Wisconsin Municipalities, and many other sources. The City also has an annual subscription to Diversity Package, which pushes postings to thousands of additional job sources. In

addition, jobs are posted to industry-specific sites, e.g., engineering.

Job seekers who do not have access to the internet for NeoGov are able to use computers at WWFD and the library (while the library is closed, they can call for phone help). NeoGove has multiple reporting capabilities, e.g., asking the applicants their source ("Where did you hear about this job?"). Currently the main source reported is the City of Racine website, and the second was "Other" at 35%.

Candidate sources are tracked internally, with the majority through career pages (Indeed, Govt. Jobs, Google, etc.). The question about nepotism was raised - that is accounted for in references to see who is sharing the postings with friends and family.

AAHRC requested that they receive quarterly reports from HR to see where applicants are coming from. Lassiter Ayers and Kidd indicated they are willing to represent the City as members of the AAHRC at Job Fairs in the future when it becomes COVID-safe.

A motion was made by Alcorta and seconded by Lassiter Ayers to receive and file the report from Ms. Croteau.

Next Meeting Date March 11, 2021

Adjournment