

- **Sec. 62-29. - Affirmative action and human rights commission.**

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(a)

The mayor, subject to confirmation by the common council, shall appoint a commission on affirmative action and human rights consisting of 11 members, two of whom shall be aldermen, one of whom self-identifies as a member of the LGBTQ community, one of whom has a disability as defined in [section 62-26](#), and one of whom shall be an attorney. The affirmative action officer is an ex officio member of the commission, and, therefore, is one of the 11 members of the commission. Members shall be city residents, shall be appointed from the entire city, and at no time shall the total of women and ethnic or racial minorities constitute less than a majority of the commission. Notwithstanding anything else contained herein, the affirmative action officer/ex officio member of the commission need not be a city resident. Commissioners shall receive no compensation for their services.

(b)

The members of the commission shall be appointed by the mayor, subject to confirmation of the common council. Vacancies shall be filled in the same manner. All appointments shall be made on the first Tuesday of May and shall be for a term of three years. The term of office shall begin on appointment, confirmation, and qualification of a successor. The aldermen members of the commission shall be members thereof only as long as they continue to hold office as aldermen. Every person appointed as a member of the commission shall take and file an official oath.

(c)

Each year within 30 days after the time designated for the beginning of terms, the members of the commission shall organize by the election, from among their number, of a president and a secretary and such other officers as they may deem necessary.

(d)

Six members of the commission shall constitute a quorum on all matters requiring consideration by the entire commission.

(Ord. No. 10-08, pt. 1, 6-1-10; Ord. No. 0014-18, pt. 3, 10-2-18; Ord. No. 0012-19, pt. 1, 5-21-19)

- **Sec. 62-30. - Same—Powers and duties.**

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In addition to those set forth more fully within, the commission shall have the following powers and duties:

(1)

To annually review, approve and recommend the affirmative action goals and timetables as proposed by the affirmative action officer.

(2)

To advise affected and/or other under-represented groups of their rights under the affirmative action plan.

(3)

To disseminate information and to attempt by means of discussion as well as other proper means to educate the people of the city to a greater understanding, appreciation and practice of equal rights, and affirmative action to the end that the city will be a better place in which to live.

(4)

To adopt such rules and regulations as may be necessary to carry out the purposes and provisions of this article. Such rules and regulations shall be filed with the city clerk and a copy thereof mailed to each member of the common council.

(5)

To develop and review the contract compliance requirements of the city and to develop a policy with respect to vendors and contractors.

(6)

To make specific recommendations to the common council so as to bring all appropriate ordinances into conformity with the policies of this article, if necessary.

(7)

To serve as an advisory body to the mayor and the common council and to study and investigate problems relating to discrimination and denial of rights by reason of age, sex, race, veteran's status, disabled veteran's status, religion, color, national origin, disability or disabilities, marital status, familial status, gender identity, sexual orientation, or economic status, and shall make such recommendations to the mayor and common council as it deems necessary to eliminate problems of discrimination in the city. The commission shall receive and investigate complaints of and initiate its own investigations and complaints any practice of discrimination against any person within the city because of age, sex, race, disabled veteran's status, religion, color, national origin, disability or disabilities, marital status, gender identity, sexual orientation, familial status or economic status.

(8)

To receive complaints alleging violation of this article and to attempt to eliminate or remedy any violation by means of conciliation, education, or other means. In those cases where the commission obtains compliance with this article, the commission shall make public notice of such compliance unless the complainant and respondent otherwise agree and the commission determines that disclosure is not required to further the purposes of this article. In those cases where the commission finds that the complaint is without foundation, no public disclosure shall be

made by the commission of the names of the persons named in the complaint, unless requested by the respondent.

(9)

To compel the attendance of witnesses and the production of all papers and records by subpoena, when necessary, and to order the full range of discovery available in civil **actions** for the purpose of its investigations and hearings.

(Ord. No. 10-08, pt. 1, 6-1-10; Ord. No. 0014-18, pt. 4, 10-2-18)

- **Sec. 62-31. - Financing of commission.**

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The common council shall provide in the annual city budget for the amount that it deems necessary to carry on the activities of the commission for the ensuing year. The commission shall be subject to the published ordinances of the city and shall have no authority to expend funds other than those appropriated or approved by the common council. All funds received by the commission shall be paid into the general fund of the city. All expenditures made by the commission shall be made in the same manner as other municipal expenditures and in accordance with the laws of the state and this Code.

(Ord. No. 10-08, pt. 1, 6-1-10)

- **Sec. 62-32. - Other commission personnel.**

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The commission may employ such staff as may be authorized by the common council. All personnel so authorized shall be recruited and employed under the personnel classification set up by the human resources director with the approval of the mayor and common council. The commission shall have the right to recommend to the human resources director individuals for filling the authorized staff positions.

(Ord. No. 10-08, pt. 1, 6-1-10; Ord. No. 0002-19, pt. 5, 2-20-19)