



LEHIGH COUNTY HUMAN RELATIONS COMMISSION
(LCHRC)
MEETING MINUTES
February 11, 2025

The meeting of the LCHRC was held at 6:00 p.m. by Zoom video conference. A recording of this meeting is available at <https://www.lehighcounty.org/Departments/Community-Economic-Development/Human-Relations-Commission>.

ATTENDING

Angela Baio (AB), Amy Beck (AmB), Michael Blichar Jr. (MB), Liz Bradbury (LB), Tony Branco (TB), Andrew Gildner (AG), Joyce Moore (JM), Luis A. Perez Jr. (LP), Christopher Raad (CR), Pas Simpson (PS), Tony Swartz (TS) and Carmen Bell (CB) ex-officio non-voting advisor

County Staff: Frank Kane (FK) and Cyndi King (CK)

Public: None

ABSENT – Joanna Armstrong (JA), Guillermo Lopez Jr. (GL), Catherine Roseberry (CR), Assistant Solicitor.

AGENDA ITEMS

Call to order at 6:10 p.m. by LB.

Roll call by LB.

Announcement that the meeting is recorded for public record by LB. LB reminded the Commissioners they must turn on their cameras when there is a vote. Quorum is present.

LB called for review and approval of minutes from January 14, 2025 meeting. Discussion ensued. Motion to approve the minutes as corrected this

evening by TB, seconded by JM. Unanimous voice approval to approve and accept the minutes.

LB called for a motion to approve the LCHRC meetings to be held at 6 p.m. on the second Tuesday of each month. JM made the motion seconded by TS. No discussion; unanimous voice approval.

FK began a discussion on federal executive orders and how those orders affect County government.

LB noted the solid attendance of the Board making quorum for every single meeting since its inception and thanked them.

OLD BUSINESS

Complaint Form

The complaint form which was submitted to the IT Department (Ticket # 51264) had been made into a “red-line copy” which is not conducive to creating a fillable form. IT gave the complaint back to staff who will retype it and attempt to create a fillable form which IT can then perfect it. TS reminded LB to send him the form prior to going on-line so he can test it for accessibility.

Training

This is the training that LB created last month. LB is waiting for the complaint to be posted before she begins talking about filing a complaint. She will then incorporate the actual complaint form into the training which will show people what the LCHRC does and how the complaint is available on the County’s website as a resource. Discussion ensued about ways to fill out the complaint. LB will be doing a training on the ordinance on February 19, 2025, at Metropolitan Community Church. They have asked for this on-line training and she is ready to do it.

Logo

Information advertising training is available will be included in the Logo letter outreach (Request for Proposal: New Graphic Design Logo for the Lehigh County Human Relations Commission) which will be sent to many venues.

LB thanked CR for the fabulous job he did on the letter requesting designs for the logo. CR shared the letter with the Board. LB made a few grammatical changes. No other board members had suggestions for changes. LB asked for a motion to approve the text of this letter with the changes made this evening to send to community organizations to let them know the LCHRC is seeking design ideas for

its logo. AmB made the motion seconded by LP. No further discussion on the topic. Unanimous voice approval.

LB wants to set up a meeting to look over the list of contacts before sending out the RFP. LB suggested Tuesday, February 18, at 6:00 p.m..LB will send the Zoom to MB, AG, LP, CR, and PS.

NEW BUSINESS - None

CLOSING AGENDA ITEMS

Citizens Input (on Non-Agenda items) - None

LCHRC Announcements

JM heard there was a meeting at Pastor Edwards' church but didn't hear that it had been cancelled so she went to the church that morning but the doors were locked and no one was there. JM was looking for a status update on this issue. LB does not know anything other than what has been published in the newspaper.

Motion to Adjourn

LB called for a motion to adjourn; JM made the motion. MB seconded that motion. Meeting adjourned.

Respectfully submitted,

Cynthia L. King