



TENTATIVE AGENDA  
OTTUMWA CITY COUNCIL

SPECIAL MEETING NO. 20  
Council Chambers, City Hall

June 29, 2021  
5:30 O'Clock P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Council Member Stevens, Meyers, Berg, Dalbey, Roe and Mayor Lazio.

APPROVAL OF AGENDA

IDENTIFICATION OF CITIZENS DESIRING TO COMMENT ON AGENDA ITEMS:

(When called upon by the Mayor, step to the microphone; state their name, address and agenda item to be addressed. The Mayor will invite you to address the Council when that topic is being discussed. Remarks will be limited to **three minutes or less**. The City Clerk shall keep the time and notify the Mayor when the allotted time limit has been reached. Comments are to be directly germane to the agenda item being discussed; if not directly germane as determined by the Mayor will be ruled out of order.)

*All items on this agenda are subject to discussion and/or action.*

Work Session Facilitated by Monica Stone, Deputy Director, Iowa Department of Human Rights; Community Advocacy and Services Division.

Human Rights / Civil Rights Commission – state-level services & resources, existing initiatives, properly identify goals, gaps and a plan to move forward.

RECOMMENDATION: Receive presentation and move to open discussion on all items listed above.

PUBLIC FORUM:

The Mayor will request comments from the public on topics of city business or operations other than those listed on this agenda. Comments shall not be personalized and limited to three minutes or less. Comments not directly applicable to operations, inappropriate, or an improper utilization of meeting time, as determined by the Mayor, will be ruled out of order. When called upon by the Mayor, step to the microphone; give your name, address and topic on which to address the Council. The Council is not likely to take any action on your comments due to requirements of the Open Meetings Law. Pertinent questions, comments or suggestions may be referred to the appropriate department, city administrator or legal counsel for response, if relevant.

ADJOURNMENT

**\*\*\* It is the goal of the City of Ottumwa that all City Council public meetings are accessible to people with disabilities. If you need assistance in participating in City Council meetings due to a disability as defined under the ADA, please call the City Clerk's Office at (641) 683-0621 at least one (1) business day prior to the scheduled meeting to request an accommodation. \*\*\***



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O T T U M W A

**FAX COVER SHEET**

City of Ottumwa

DATE: 6/25/21 TIME: 8:45 AM NO. OF PAGES 2  
(Including Cover Sheet)

TO: News Media CO: \_\_\_\_\_

FAX NO: \_\_\_\_\_

FROM: Christina Reinhard

FAX NO: 641-683-0613 PHONE NO: 641-683-0620

MEMO: Tentative Agenda for the Special City Council Meeting #20 to be held on  
6/29/2021 at 5:30 P.M.

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\*\*\* FAX MULTI TX REPORT \*\*\*  
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JOB NO.	3666	
DEPT. ID	4717	
PGS.	2	
TX INCOMPLETE	-----	
TRANSACTION OK	96847834	Ottumwa Courier
	916606271885	KTVO
	96823269	Ottumwa Waterworks
ERROR	96828482	Tom FM



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\*\*\* TX REPORT \*\*\*  
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JOB NO. 3666  
DEPT. ID 4717  
ST. TIME 06/25 08:44  
SHEETS 2  
FILE NAME  
TX INCOMPLETE -----  
TRANSACTION OK 96847834  
916606271885  
96823269  
ERROR 96828482

Ottumwa Courier  
KTVO  
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## Proposed Working Session Process

1. State-level services and resources that are available to Ottumwa from the Iowa Civil Rights Commission and the Iowa Department of Human Rights (approximately 10 – 15 minutes)
  - a. Review information
  - b. Provide information about three models used in other cities
    - i. Human Rights – education, information and service focused
    - ii. Civil Rights – law enforcement focused
    - iii. Hybrid – includes both types of services
  - c. Answer questions
2. Existing local Diversity, Equity and Inclusion (DEI) initiatives (approximately 20 – 25 minutes)
  - a. Identify local initiatives
    - i. Briefly discuss:
      1. Which of these do we want to do more of?
      2. Which of these do we want to less of or eliminate?
      3. Which of these do we want to keep the same?
3. Identify goals (approximately 10 – 15 minutes)
  - a. Describe the City of Ottumwa when your work is done
4. Identify gaps and high-level plan to go forward (approximately 30 minutes)
  - a. After assessing what is currently available at the state and local level
    - i. What needs to be newly created to achieve the goal?
    - ii. What needs to happen first?
    - iii. In what order to the other items need to happen?
    - iv. How frequently do you want to assess progress and make changes, if changes are needed?

# Iowa Department of Human Rights- Information, Education and Programming

## Mission

To ensure basic rights, freedoms and opportunities for all by empowering underrepresented Iowans and eliminating economic, social and cultural barriers. We help individuals attain economic independence by ensuring access to government services and advancing educational achievement and entrepreneurial success consistent with their aspirations.

## Core Priorities

The Iowa Department of Human Rights advocates for underrepresented Iowans and fosters hope within our communities by educating individuals, businesses and government entities about the needs, rights and responsibilities of all Iowans. As a state agency, we have a special responsibility to ensure accessibility to government in order to improve Iowans' quality of life. Review our [strategic plan](#) for more information about our vision, mission and goals. Our core priorities are to empower Iowans to become self-sufficient, to help Iowans access services, and to improve the state's criminal and juvenile justice system.

The **Division of Community Action Agencies (DCAA)** addresses issues facing low-income families by bringing resources to the community level. We link state and federal programs with 17 existing Community Action Agencies and other community-based organizations across the state to effectively serve elderly, disabled and low-income Iowans.

The **Division of Community Advocacy and Services (CAS)** celebrates and serves diverse populations and communities within the state that may need additional resources. CAS houses seven offices: Native Americans, African Americans, Asian and Pacific Islanders, Latinos, Women, Persons with Disabilities, and Deaf Services. The offices work in synergy, assisting and supporting individuals and underserved communities as they relate to each other.

The **Division of Criminal and Juvenile Justice Planning (CJJP)** conducts research, planning, data coordination, and information clearinghouse functions for the state's justice system. By overlaying research and statistics on policies and practices, we often see ways to gain better results. Then we work with internal and external partners to advise, assist, inform and advocate.

## Iowa Code for Human Rights

The Iowa Department of Human Rights code section can be found at:  
<https://www.legis.iowa.gov/docs/code/216A.pdf>

## Community Advocacy and Services Priorities

1. Unbiased data, communication, information and education to create cultural understanding and awareness
2. Civic engagement to increase diversity and representation in government at all levels
3. Youth leadership to encourage youth from all backgrounds to know and understand the principles of leadership and human rights
4. Language access to ensure all people have the information they need, in the way they need it, to be safe and healthy in Iowa.

## Duties of Commissions

1. Study the opportunities for and changing needs of underserved populations in Iowa
2. Serve as a liaison between the Department of Human Rights and the public, sharing information and gathering constituency input
3. Recommending legislative and executive action to the Governor and General Assembly
4. Establish advisory committees, work groups or other coalitions as appropriate

## Contact Iowa Department of Human Rights

Iowa Department of Human Rights  
321 E. 12th St.  
Des Moines, IA 50319  
(515) 242-5655 Phone  
(515) 242-6119 Fax



# Iowa Civil Rights Commission – Law Enforcement

## Summary of Work

The Iowa Civil Rights Commission is a neutral, fact-finding law enforcement agency. The mission of the Iowa Civil Rights Commission is to end discrimination within the state of Iowa. To achieve this goal, the ICRC must effectively enforce the Iowa Civil Rights Act. The Commission's primary duty is to enforce state and federal laws that prohibit discrimination in employment, public accommodations, housing, education and credit by investigating and litigating civil rights complaints. The Commission also provides conflict resolution services including mediation and conciliation for civil rights matters. In addition to its role as a law enforcement agency, the Commission works to prevent discrimination by providing training and education to the public.

## Iowa Civil Rights Act

The ICRC receives, investigates and resolves individual complaints alleging discrimination in violation of Iowa's anti-discrimination law, the "Iowa Civil Rights Act of 1965 as amended."

The Iowa Civil Rights Act can be found at <https://www.legis.iowa.gov/docs/code/216.pdf>

- The Iowa Civil Rights Act prohibits discrimination in 5 areas.
- The Iowa Civil Rights Act prohibits "discriminatory practices."
- Any person who believes that they have been discriminated against in violation of the Iowa Civil Rights Act may file with the ICRC.
- The complaint must be filed within 300 days of the alleged discriminatory practice.
- Filing is the first step in the complaint process.
- The ICRC is a neutral, objective law enforcement agency.
- Assistance is available to either party upon request. Please contact the ICRC for help in obtaining forms, filling out complaint forms or if you have questions about questionnaires.

## Federal Civil Rights Protections

Following are some statutes providing protection against discrimination at the Federal level:

- [Title VII of the Civil Rights Act of 1964](#)
- [The Age Discrimination in Employment Act of 1967](#)
- [The Americans with Disabilities Act of 1990 \(ADA\)](#)
- [The Americans with Disabilities Act Amendments Act of 2008](#)
- [Fair Housing Act and Regulations](#)

## Protected Areas

- Credit
- Education
- Housing
- Public Accommodations



## Protected Classes

The following table shows the protected classes under chapter 216 of the Iowa Code.

Protected Classes	Areas of Protection				
	Employment	Housing	Public Accommodation	Education	Credit
Age	☑				☑
Color	☑	☑	☑	☑	☑
Creed	☑	☑	☑	☑	☑
Familial Status		☑			☑
Gender Identity	☑	☑	☑	☑	☑
Marital Status					☑
Mental Disability	☑	☑	☑	☑	
National Origin	☑	☑	☑	☑	☑
Physical Disability	☑	☑	☑	☑	☑
Race	☑	☑	☑	☑	☑
Religion	☑	☑	☑	☑	☑
Retaliation	☑	☑	☑	☑	☑
Sex	☑	☑	☑	☑	☑
Sexual Orientation	☑	☑	☑	☑	☑

## Cases and Processing Timelines

The average number of days it took to process complaints in FY20 was 178, fourteen days less than the average number of days it took the year prior. This is the fewest number of days the process has taken in decades. This decreased processing time has occurred while the number of complaints processed increased. In this fiscal year, the ICRC received 1,778 complaints of discrimination, over one hundred-fifty more than in FY19. The ICRC closed 1,307 complaints in FY20, an improvement over the year prior and a step toward much-needed progress in that area.

## Contact Iowa Civil Rights

Iowa Civil Rights Commission  
 Grimes State Office Building  
 400 E. 14th Street  
 Des Moines, IA 50319-0201  
 515-281-4121, 1-800-457-4416  
 Fax 515-242-5840