



## Human Relations Commission

### APPLICATION FOR APPOINTMENT

*Note: Your application will be copied for the City Commission and made available to the press and public*

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

Business Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Are you a resident of Pittsburg? \_\_\_\_ If yes, how long have you lived in Pittsburg: \_\_\_\_\_

Current occupation (within last 12 months): \_\_\_\_\_

Business interest in the last 12 months: \_\_\_\_\_

\_\_\_\_\_

Previous Committee/Commission Experience: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Professional and/or community service activities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Human Relations Commission meets on a minimum of a quarterly basis at a time and place determined by the members of the Human Relations Commission. Appointment to this position may require you to file a Conflict of Interest Disclosure Statement, which is a public record.

**\* Please plan to attend the December 10<sup>th</sup>, 2019, Pittsburg City Commission Meeting (5:30 p.m. at the Law Enforcement Center – 201 North Pine in Pittsburg). Appointments to the Human Relations Commission will be made by the City Commission during this meeting.**

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

If you have any questions regarding the appointment procedure, please contact the City Clerk by phone at (620)230-5532 or by email at [tammy.nagel@pittks.org](mailto:tammy.nagel@pittks.org).

Please return your completed application on or before November 26<sup>th</sup>, 2019, to:

City of Pittsburg  
Attn: City Clerk  
PO Box 688  
Pittsburg, KS 66762

## Sec. 2-332. - Human Relations Commission.

- (a) *Creation; composition; terms.* There is hereby created a Human Relations Commission (HRC) for the City. It shall consist of seven members, serving without compensation. Such members shall be drawn from diverse segments of the public and to be selected for their wisdom, ability and broad perspective and not for the purpose of representing any specific group. The members of the current HRC shall continue to serve for the term for which they were appointed. Upon the expiration of the term of any member, the Governing Body shall reappoint that member or some other qualified individual to a three-year term; provided, however, that no member shall serve more than two consecutive terms. Any member may be removed by the Governing Body for failure to attend three consecutive regular meetings of such HRC.
- (b) *Officers; committees; how chosen.* The HRC at each annual meeting shall elect from its membership a chairperson, vice-chairperson and a second vice-chairperson. The chairperson, vice-chairperson and second vice-chairperson shall have and perform such duties as are commonly associated with their respective titles. The officers of the HRC shall be and constitute the executive committee thereof which shall exercise such powers between its regular meetings as may be authorized by the HRC. The HRC shall be further authorized to appoint and fix the membership of standing and temporary committees as it may find expedient for the performance of its duties.
- (c) *Meetings; regular and special.* The Human Relations Commission shall meet at least quarterly at such time and place as shall be fixed by the HRC by its standing rules. Special meetings shall be called by the chairperson, first or second vice-chairperson, or upon request of a majority of the members of the HRC. Such calls for special meetings shall state the purposes for such special meetings, and notice shall be given at least 24 hours before the time of the meeting so called. The calls shall be read and entered into the minutes of such special meeting, and no business shall be transacted except that stated in the call for such special meeting. The HRC shall prepare its own agenda for all meetings and establish its own rules of order and publish the same in its bylaws.
- (d) *Function.* The functions of the HRC shall be:
- (1)

To foster, through education and persuasion, mutual understanding and respect among all persons in the City, regardless of race, color, age, sex, religion, disability, ancestry, national origin, or in housing by reason of familial status.

- (2) To encourage equality of treatment for and prevent discrimination against any person on account of race, color, age, sex, religion, disability, ancestry, national origin, or in housing by reason of familial status.
  - (3) To investigate and attempt to conciliate complaints filed by individuals alleging that he or she has been discriminated against due to race, color, age, sex, religion, disability, ancestry, national origin, or in housing by reason of familial status.
  - (4) To cooperate with governmental and nongovernmental agencies and organizations having like or kindred function.
  - (5) To make such investigations and studies in the field of human relations as in its judgement will aid in effectuating its general purposes.
- (e) *Powers and duties.* The powers and duties of the HRC shall be:
- (1) To work together with federal, state and City agencies in developing courses of instruction, for presentation to various groups and organizations and in public and private schools, public libraries, and other suitable places, on techniques for achieving harmonious intergroup relations within the City.
  - (2) To enlist the cooperation of racial, religious, and ethnic groups, community organizations, labor organizations, fraternal and benevolent associations and other groups in the City, in programs and campaigns devoted to eliminating group prejudice, intolerance, bigotry, and discrimination.
  - (3) To study and make recommendations concerning the problems of prejudice, intolerance, bigotry, and discrimination, and the disorder occasioned thereby, in all or any fields of human relationships.
  - (4) To receive and investigate complaints and to initiate its own investigation of:
    - a. Prejudice, intolerance, bigotry, and discrimination due to race, color, age, sex, religion, disability, ancestry, national origin, or in housing by reason of familial status.
    - b.

Discrimination against any person, group of persons, organizations or corporations, whether practiced by private persons, associations or corporations and if it is found that such discrimination is within the jurisdiction of the state human rights commission, it may be referred to such commission.

- (5) To hold hearings in executive session. No person, including witnesses, shall be allowed to have an attorney present at the hearing. If, at the conclusion of the hearing, the HRC determines a complaint to have merit, it will attempt to hold a conference with the parties and conciliate the dispute. If the parties do not reach a conciliation agreement, the HRC will attempt to inform the parties that they may have the right to file a written complaint with the state human rights commission, the Equal Employment Opportunity Commission, or some other federal agency having authority over the subject matter of the dispute. All findings, recommendations, and terms of conciliation which refer to identifiable individuals, organizations or corporations, shall be kept confidential and not published without the express written consent of all parties to the dispute. If, during the course of its investigation, the HRC determines there has been a violation of an existing ordinance, it shall recommend that the City Manager refer the matter to the municipal court prosecutor or the City Attorney for appropriate legal action. If the HRC determines that a significant amount of discrimination exists and either that there is no City ordinance prohibiting such conduct or that the remedies for such discrimination available through agencies of the state or the federal government are inadequate, it may recommend that the Governing Body adopt an ordinance prohibiting such discrimination.
- (6) To issue publications and research designed to promote good will and to minimize or eliminate prejudice, intolerance, bigotry, discrimination, and the disorder occasioned thereby.
- (7) To submit an annual report to the Governing Body.
- (f) *Staff.* The Governing Body may appoint an executive secretary and other necessary staff and provide compensation for such services as may be authorized in the annual City budget.

(Code 1975, §§ 1-701—1-707)