

Borough of Carlisle
Human Relations Commission
Meeting Minutes
May 5, 2025
1:00 PM

Present at the meeting: Commission members McKenzie Clark, Chris Kapp, Maddie Young, and Wanda Hunter. Also in attendance: Human Resource Manager Amy Berrier and Public Information Coordinator Stephanie Taylor.

I. Call to Order

The meeting was called to order by McKenzie Clark at 1:04 pm.

II. Approval of Minutes

The Human Relations Commission by a vote of 3-0 approved minutes of the February 3, 2025 meeting. (Kapp/Young)

III. Announcements and Outreach Updates (Committee Members)

Ms. Hunter requested that available Commission members attend the Juneteenth event at Hope Station on Saturday, June 14 to represent the CHRC. Mr. McKenzie and Ms. Hunter stated they would attend. Ms. Hunter will sign up for a table for the CHRC.

Ms. Hunter requested that Commission members attend the Friendship Dinner to learn more about the needs of the community, issues, and what they would like to see. Ms. Young and Ms. Hunter will attend. Ms. Kapp will attend if her service dog is permitted to attend.

IV. Discussion of Issues

Ms. Young provided follow-up on questions that were posed at the February meeting:

1. There are three members of the Commission and two alternates. All positions are currently filled.
2. The time of day for meetings is determined by the members.
3. Based on Ms. Young's research and interpretation of the by-laws it seems that the CHRC is not set up to be a forum for sharing of information. Rather, it is the body that discusses and reviews reports and information and then put strategies in place. Members discussed whether it would be

necessary to change meetings to evenings for better public access based on this. Mr. McKenzie stated that at one time meetings were at 7:00 am and dates/times are flexible based on the availability of members. The meeting time was changed to 1:00 pm to better accommodate public and members. He then stated that they must also be mindful of scheduling conflicts with other evening meetings and that changing the time likely will not significantly impact attendance.

4. Ms. Young stated that when the next commission seat opens we need to look deeper into the community at large to find interested individuals.

Ms. Kapp asked at what point a member would be replaced for non-participation. Ms. Berrier stated she would check the by-laws.

Commission members and terms and expiration dates are on the website.

V. Staff Updates

There were no staff updates.

VI. Public Comment

Ms. Wanda Hunter stated that it is important that the community knows where we are in regard to our score on the MEI [Municipal Equity Index]. Ms. Young and Ms. Kapp had questions about what should be reported out to Council. Ms. Hunter stated that the report would be the Borough's status and scores in relation to other communities since it is a nationwide report. Ms. Berrier added that they could also discuss events attended in the past year as well as plans for the upcoming year. Discussion was held regarding who on the Commission would be responsible for reporting. Ms. Young will get the HRC onto the Council Agenda.

VII. Matters Submitted for Vote

There were no matters submitted for vote.

VIII. Adjournment

The meeting was adjourned at 1:25 pm. (Clark/Young)

The next meeting will be Monday, August 4, 2025 at 1:00 pm.

Respectfully submitted,

Amy Berrier
Human Resources/Risk Management Manager