

**COMMUNITY RELATIONS
ADVISORY BOARD
JULY 22, 2003**

1. ROLL CALL

The meeting was called to order at 7:12 p.m. Present were Chair Geri Clark, Katherine Montgomery, Willa Moore, Kitty Preziosi, and Denis Shaw. Also in attendance were Assistant Town Clerk Barbara McDaniel, Secretary Janet Gale and Clerk Angela LaFrance recording the meeting. Vice-Chair Tom Truex, Jason Curtis, Jeanette Davis, Richelle Gilhauley, Donnell Johnson, and Sharon Zane were absent.

2. APPROVAL OF MINUTES: May 27, 2003

Mr. Shaw made a motion, seconded by Ms. Montgomery, to approve the minutes of May 27, 2003. In a voice vote, with Vice-Chair Truex, Mr. Curtis, Ms. Davis, Ms. Gilhauley, Mr. Johnson and Ms. Zane being absent, all voted in favor. (Motion carried 5-0)

3. TELEPHONE ACTION REQUESTS

Chair Clark stated that telephone action requests were received from Mr. Johnson and Ms. Gilhauley. She indicated that one had been corrected over a year ago and the second request need not proceed.

4. OLD BUSINESS

4.1 Human Resources Update on Employment Diversity

Director of Human Resources Mark Alan indicated that he and Assistant Human Resources Director El Pagnier Hudson were there to provide an update of the Town's employment diversity issues.

Ms. Hudson initially indicated that the overall Diversity report did not reflect a lot of progress, but it was progress nonetheless. She stated that during the initial report, the Board's main concerns dealt with how the Town would recruit from the diverse populations. She advised that the report showed what the overall hiring was for the year and stated that between 2002 and 2003, the Town hired almost half of what they had done in 2002. Ms. Hudson stated that the trends were increasing in all minority areas and she expected to continue with that trend. She indicated that the Town currently had 745 employees and added that hiring of females had increased. Ms. Hudson stated that the Town had broadened its scope in terms of targeted recruitment by going to places where there would be a viable applicant pool of qualified candidates in the different minority areas. She added that although she did not have a specific list, the Town had broadened the list to whom they forwarded applications and announcements. Ms. McDaniel asked if the total figure of 745 included the summer hires, and Ms. Hudson replied affirmatively.

Ms. Hudson stated that it was remarkable that as of this fiscal year-to-date, the Town had hired the same amount of employees that were hired for the entire last fiscal year. She noted that the only decrease that had occurred in this fiscal year-to-date was in the Native American and Asian areas, but commented that it was still less time than last year's complete fiscal year.

Ms. Hudson then referred to Exhibit C, the departmental breakdown of Town employees. She stated that the Police Department showed excellent improvement, and that the entire force was up to 226 employees and that the minority hiring had improved as well. She noted that included in this analysis were last years figures as well as this year's totals for comparison.

**COMMUNITY RELATIONS ADVISORY BOARD
JULY 22, 2003**

Chair Clark asked if the fact that there were no minorities in higher positions was because they had not been employed long enough. Mr. Alan commented in the affirmative and explained that the higher-level positions were promotional positions which were filled from the lower levels.

Chair Clark asked about the number of police officers, a total of 129 and only 4 black officers and questioned what was being done to recruit more minority officers. She noted that there was a large Hispanic-speaking population, especially in District 1, and that she did not believe there was a Spanish-speaking officer in her zone. Ms. Hudson replied that the Police Department was working closely with Human Resources by targeting recruitment by going directly to women's organizations or minority universities. Mr. Alan added that staff was attending job fairs and they tried to have a diverse group of individuals at the job fairs to speak with potential candidates and bring their stories about what it was like to work with the department and what were some of the advantages of being with the department. He said that what they had been doing as employees of the department was changing perceptions.

Chair Clark questioned that if it was a priority for the Police Department to try to hire additional black males and black females, wouldn't there always be vacancies available in case a qualified candidate who fit the criteria walked through the door. Mr. Alan replied that the first priority was to hire the best candidate, and a priority that went hand-in-hand with that was to provide taxpayers with the highest level of service that they could at that point in time. He stated that it would not be advantageous to keep those positions open if they could be filled by qualified candidates. Chair Clark replied that it might be more advantageous if past numbers were available for review on previously open positions, i.e. how many candidates applied for the position, how many were black or minorities, who was hired for those positions, and why. She also stated that the men that were doing the actual hiring in the Police Department were the ones who were being promoted, had been in the department forever and were predominantly white males. She said that the Town needed to look at who had applied and why they were not hired. Mr. Alan replied that the hiring process was not done in a vacuum at the Police Department. He added that Human Resources was involved and they were the experts in testing methodology and selection, etcetera. Mr. Alan stated that Human Resources was not experts in the subject of police work, so they relied on experts from the Police Department to help develop the instruments used in the selection process. He indicated that the decision was an objective process and it was done with Human Resources guiding the process.

Chair Clark stated that she had experienced the union contract renewals and asked if Human Resources was offering a credible hiring package for the Police Department. Mr. Alan replied affirmatively and added that this was not an issue at this time.

Ms. Hudson stated that more work was needed on diversity with promotional positions in the Fire Department. Mr. Alan noted the 14.29% of female firefighters/paramedics was most likely due to the recent hiring opportunities. He stated that with Fire Chief Don DiPetrillo hiring and with the recent fire bond, perceptions were changing about the Town's Fire Department, but it would take time. Mr. Alan added that the Fire Department would eventually be viewed as one of the more professional departments within Broward County.

COMMUNITY RELATIONS ADVISORY BOARD
JULY 22, 2003

Ms. Hudson noted that the certification and academy period for fire, unlike police, was a lot longer which made it difficult to recruit those that had not historically come into this field. She stated that their pool of applicants were those that were currently in Fire, EMS and Paramedic Academy. Chair Clark noted that credentials for firefighters were not transferable between states. Mr. Alan noted that the credentialing in the State of Florida, both in police and fire, was very high compared to other states. He stated that it was an advantage that Florida had kept the bar so high because you actually have a better quality firefighter/paramedic or police officer on the street.

Ms. Hudson stated that there was not a great change since last year in the executive/management positions because there had not been much turnover. Chair Clark noticed that there was a small shift in mid-level supervisors and mid-level managers and asked if this was due to a rewriting of job descriptions. Ms. Hudson responded that this was probably due to a change in job descriptions as well as new hires.

Ms. Hudson advised that she had recently received positive feedback about the Town when attending diversity conferences. She stated that she had recently attended a career fair and on different occasions, several individuals had advised her that they could see some real differences being made in the Town, which said that the Town's efforts were not going unnoticed.

Ms. Hudson distributed a Comparative Review with information obtained from the Town's Economic Development Division which she explained.

Chair Clark thanked Mr. Alan and Ms. Hudson for their presentation. Mr. Alan stated that these efforts could be accomplished by Human Resources, individual departments or the Town alone, but it would take the help of the community as a whole. He asked the Board to act as advocates of this initiative and do what was possible in the community to change perceptions and present to people that the Town was a place of opportunity. Mr. Alan added that anyone was welcome to apply and become part of the Davie family as it moved toward an increased diversity.

4.2 Community Involvement

Chair Clark referred to the prior meeting and that each Board member was to think of one idea on how the Board could interact with the community. Ms. Montgomery suggested that the Board get involved with the Martin Luther King Activity Day. She stated that one way to become involved would be to participate in the judging of contests and presenting ribbons to the children during the event.

Chair Clark suggested that during the Thanksgiving holiday the Board could participate by helping to distribute the food collected by various organizations, having food drives at the office, or helping the Emergency Assistance Service Efforts (EASE) Foundation directly. Chair Clark also suggested that the Board could help by finding families within the community that needed help. She stated that the need for food multiplied during the holiday season. Ms. Preziosi asked if the EASE Foundation was a church-based organization. Chair Clark replied that it was a non-profit organization which serviced only residents of Davie. She stated that EASE also helped residents by providing funds to pay utility bills or mortgage payments, as

**COMMUNITY RELATIONS ADVISORY BOARD
JULY 22, 2003**

well as food. Chair Clark suggested lobbying the Town Council next year when it came time to divide funds between charities, and possibly provide more for EASE.

Ms. Montgomery stated that the Boys and Girls Club could benefit from help from the Board. Chair Clark stated that the other older, more established Boys and Girls Club facilities were in greater need of help from the Board. Ms. Moore suggested that they could benefit from more board games, sporting equipment, etcetera. Chair Clark inquired whether the Boys and Girls Club had a budget of any kind, and Ms. Moore responded that they had their own fundraising events. Chair Clark suggested soliciting businesses or individuals for the sporting equipment. Ms. Montgomery suggested calling businesses such as Sports Authority, Sun-Sentinel, and Hometown Buffet during the holidays to see if they might donate.

Chair Clark enquired about the number of children using the Boys and Girls Club in east Davie and Ms. Montgomery replied from 20 - 50 on any given day. Chair Clark asked if they had basketball courts with Ms. Moore stating in the affirmative. Chair Clark suggested that the Club should have equipment of its own for the children to check-out if they did not have their own.

Norm Blanco asked if the PAL Program was in need of assistance with Ms. Clark responding that PAL was doing well at this time. She stated that each PAL Program had a maximum number of children that they could accept; however, the PAL Program did not initially inform staff or Council what this limit was. Chair Clark said that the Police Department stepped in and made sure that there would be enough counselors to cover the children that showed up. She stated that she had envisioned the park and facilities for the PAL Program to be open at all times for the kids involved, but currently, Pine Island was only open to the children who were in camp. Chair Clark hoped that it would change for the next year. She stated that Police Chief John George provided another officer to take over some of the responsibilities of Officer Bob Spence, who was currently running more of the business-end of the program. She stated that the type of help needed now would be for changes to be made that allowed the children more access to the park facilities.

Chair Clark asked the Board to think of specific ideas to be brought up at the next meeting in September, such as one task for each of the three aforementioned ideas. She stated that whatever the Board decided to do, it needed to be completed before the November 2003 meeting, since this meeting occurred after Thanksgiving this year. Chair Clark stated that the Board would need to meet in October as well.

4.3 Board Member Transportation

The Board was unsettled in its interpretation of this issue. After a lengthy discussion and some debate, no course of action was determined.

5. NEW BUSINESS

Ms. Mc Daniel stated that she received an e-mail from Ms. Preziosi regarding the Do Not Call registration, and that the Board's hotline number had been registered. Ms. Preziosi stated that currently, the only calls coming through on the Hotline were from telemarketers.

**COMMUNITY RELATIONS ADVISORY BOARD
JULY 22, 2003**

Mr. Shaw stated that there was grave need for greater diversity across all Boards and that one community had taken over one particular board to the detriment of other communities. He asked if this was why Mayor Truex had asked for more diversity on the Boards. Chair Clark stated that this should be discussed with Mayor Truex.

Ms. McDaniel distributed an e-mail from Community Housing and Development Director Shirley Taylor-Prakelt regarding "Guiding Good Choices Program - Building Skills for Parents," which targeted those on the east side of Davie. Ms. Taylor-Prakelt asked that this Board market the program.

6. PUBLIC COMMENTS

Mr. Blanco stated that while he was a member of this Board, he had attended the Diversity Festival and he had been approached by a member of the Broward County Diversity Board. Mr. Blanco advised that he had been asked if the two Boards could meet and he distributed information packets.

7. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 8:23 p.m.

Approved: _____

Chair/Board Member