



LEHIGH COUNTY HUMAN RELATIONS COMMISSION  
(LCHRC)  
MEETING MINUTES  
August 12, 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**

Joanna Armstrong (JA), Angela Baio (AB), Amy Beck (AmB), Michael Blicher Jr. (MB), Liz Bradbury (LB), Tony Branco (TB), Andrew Gildner (AG), Joyce Moore (JM), Luis A. Perez Jr. (LP), Christopher Raad (CR), and Pas Simpson (PS)

County Staff: Catherine Roseberry (CMR) Assistant Solicitor, Frank Kane (FK) (absent), Cyndi King (staff) (absent)

Public: Mary T. Gonzales

**ABSENT** – Carmen Bell (CB) ex-officio non-voting advisor

**AGENDA ITEMS**

Call to order at 6:03 p.m. by LB.

Roll call by LB. All Commissioners present.

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 July 8, 2025 meeting. Motion to approve the minutes by JM, seconded by PS. No opposition; motion carried.

## **OLD BUSINESS**

### **Training Update**

LB did a presentation training on the LCHRC ordinance for Tri-States Human Relations Commission Coalition. LP & LB volunteered to keep [the meetings] going which meetings occur about every 6-weeks. LB is waiting to receive a list of people for outreach from Tri-States. LB plans to post an update training of the ordinance on Youtube but has not done so yet.

LB attended the opening of the LGBT Community Center in Pottstown where the mayor requested a training for that municipality's commission.

LB will do an online presentation on the ordinance for the Humanists meeting at Lehigh Valley Active Life Center in Allentown on Sunday, October 21, at 8:30 a.m.

LB will be conducting an in-person training for the Bethlehem Human Relations Commission for investigating and adjudicating complaints during their Wednesday, October 22, meeting. LB states it will be a 90-minute to 2-hour meeting (depending on the group's questions) and anyone on the LCHRC Board who is uncomfortable with the investigation and adjudication aspect of the commission's job is welcome to attend.

### **Logo Update**

LB noted it is the time of year when schools will again be in session. LB asked the group for their thoughts on the best approach to reach potentially interested parties who might want to design the LCHRC logo *en gratis*. Discussion ensued. LP has appointments with individuals at Executive Education Charter School, Community Action of L.V., and United Way. LB will ask United Way to, once again, email the Request for Proposal (RFP) as they had done months earlier.

### **Further Action: Complaint #2025-02**

City of Allentown is the respondent and the motion is to consider LCHRC jurisdiction over Complaint #25-02. This motion was deferred last month. The attorney for the City of Allentown alleged it was not jurisdictional for LCHRC to handle the complaint because the actions alleged by the complainant occurred prior to May 15 when the ordinance went into effect. The complainant's opinion was sought and received; the complainant has decided not to present evidence to contest the dismissal of this complaint. LB read the complainant's emailed decision. LB conferred with CMR and asked for a motion to consider the dismissal of Complaint #25-02 on the jurisdictional basis presented by the

respondent. CMR added that the respondent may not have felt the need to [appear this evening] and respond because with no argument from the complainant, [counsel] had already presented his argument to the LCHRC Board. TB made the motion which was seconded by LP. LB asked for discussion. Discussion ensued. Concerns were assuaged. JM made a motion to call the question. No opposition; motion carried.

## **NEW BUSINESS**

### **Update on Complaints that have been brought forth**

LB noted that five or six complaints have been received this year by the LCHRC. The complaints have turned out to not be jurisdictional. In the last month, 2 people sent information which they described as discrimination complaints. One person was unhappy because they'd received a parking ticket which they saw as unfair; they did not fill out the complaint form and did not mention a protected class. LB wrote the person an email letter explaining that protected classes had to be involved and suggested they contact the Allentown Parking Authority (APA). APA did respond and explained what happened and the reason for the ticket. The other complaint came from a person writing the complaint for their grandparent who was having serious problems with a government housing authority. The complaint did not describe how this was a discrimination complaint based on protected class. After speaking with the complainant, it became clear that the offenses were not happening to the grandparent because of being a multiple intersectional minority member but rather because of an overworked and possibly inefficient government office. LB suggested a few agencies which might be able to assist them and to also contact their state representative who can really help them with these sorts of issues. LB pointed out that this complaint was filed by someone who was not the complainant. While it was nice that they did it for their grandparent, it was not appropriate having done so without the complainant's knowledge. LB responded to the grandchild via email. To be clear, the grandchild could have helped the grandparent fill out the complaint form but could not actually fill out the form without the grandparent's participation.

### **Discussion on Draft Letter in Support of MOU with City**

LB is proposing the LCHRC approve the draft of a letter which was distributed to the Board via email which draft letter is in support of a Memo of Understanding (MOU) between the County of Lehigh's Human Relations Commission and the City of Allentown's Human Relations Commission empowering each of these commissions to request the other to investigate and to adjudicate a complaint [wherein they are the respondent] of that complaint.

Having this MOU would avoid instances of conflict of interest and would also reduce costs. Discussion ensued. CMR had not seen the draft but agreed to review it and make any suggestions she deemed appropriate. CR made the motion with a second from LP. No opposition; motion carried.

### **LCHRC Commissioner's Appointment Terms**

LB announced there was a big kerfuffle with the LCHRC. At the inception of the ordinance governing the LCHRC, FK had all of the commissioners' terms staggered so there would be continuity with experienced commissioners always serving on the board. Therefore, not all terms were structured as three-year terms; some were one-year and others were structured as two-year terms. FK chose the 1-year term commissioners (LB, GL, LP, PS, TS) because he felt they would reapply for reappointment. However, two of those commissioners (GL, TS) declined to reapply leaving 11 commissioners on the board. The County Executive signed a temporary 90-day appointment of LB, LP, and PS to the LCHRC until the Board of Commissioners (BOC) can review the applications. The County has already contacted two individuals to apply to be nominated for the two outstanding LCHRC commissioner positions.

The website will contain a list of all LCHRC Commissioners and their term limits.

### **Formation of Rules & Procedures Committee**

LB would like to create a Rules & Procedures committee; she asked for volunteers to commit to being on this committee. TB, MB, AmB, JM, and LP volunteered.

### **LCHRC Yearly Report**

LB reminded the Board that according to the Ordinance (Section 705H), it is time for a written report to the BOC which she will present at an upcoming BOC meeting. LB quickly reviewed many of the LCHRC accomplishments.

## **CLOSING AGENDA ITEMS**

### **Citizens Input (on Non-Agenda items) - None**

### **LCHRC Announcements**

Discussion with public attendee, Mary T. Gonzalez of the Bucks County Human Relations Council. JM explained where to access the LCHRC information on the County's website. AmB explained that she had been with the Lehigh Valley Center for Independent Living (LVCIL) for 25-years and that LVCIL had been affiliated with Bucks County CIL. AmB recommended that Bucks County CIL

would be a great resource if Bucks County Human Relations Council needed great ideas for people with disabilities to be represented on their council.

PS invited everyone to the Community Day in conjunction with the Lehigh County District Attorney's office on August 23 at Mountainville Memorial (1814 S. 5<sup>th</sup> St., Allentown behind Walgreens) for a book bag give-away with also free food being provided.

PRIDE 2025 takes place August 17.

**Motion to Adjourn**

LB called for a motion to adjourn; TB made the motion. Meeting adjourned.

Respectfully submitted,  
Cynthia L. King