

1. Call to Order: 8:36 AM
  - a. Commission members present:
    - i. Chairperson Arthur Pang
    - ii. Rev. Mary Ann Trifaro
    - iii. Tanya Vokes
    - iv. Leslie Paul Jamerson
    - v. J. Nicole Rhodes
    - vi. Kellie Ware, Esq.
  - b. Staff members present:
    - i. Frances Liebenguth, Law Department
    - ii. Ellen Buannic, Human Resources
    - iii. Jessica Sharp, Human Resources
    - iv. Erin Johnson, Equity and Inclusion
2. Introduction of Guests: Bhavini Patel – Community Outreach Manager, Allegheny County Executive’s Office
3. Approval of Minutes: Commissioner Ware motioned to approve the August 2, 2023, meeting minutes. Motion was seconded by Commissioner Rhodes and unanimously approved.
4. Chairperson’s Update: Chairperson Pang advised the commissioners that the Motions Commissioner and Vice Chairperson positions are still open to fill. He requested that any commissioner interested in an appointment to either position notify him.
5. Staff and Committee Reports
  - a. Law Department: Chairperson Pang asked Ms. Liebenguth about the matters from last month’s meeting. Ms. Liebenguth advised that the Chairperson has the authority to separate the commission into Review Groups. She also believes the Motions Commissioner can be appointed by the Chairperson, but any Vice Chair nominees would be put to a vote. She will verify this information and discuss at the next meeting. Ms. Liebenguth also advised that the Motions Commissioner may participate on a Review Group but would not be permitted to make a motion regarding a case their group investigated.

Chairperson Pang requested that Ms. Liebenguth review a previous case the Commission had investigated so as to familiarize all commissioners with the process. She proposed to feature this at the next meeting.
  - b. Human Resources Department: None

c. Committee Reports: None

6. Community Events: October is National Disability Employment Awareness Month, which Federal Home Loan Bank will be observing, as well as the County, with hosting high school students in various offices  
Hispanic Heritage Month is observed from Sept 15 to Oct 15
7. Strategic Initiatives and Process Improvement: None
8. Announcements and Open Floor: Bhavini Patel informed the Commission that her last day with the County Executive's Office is Sept 13<sup>th</sup>
9. Adjournment: Chairperson Pang asked if there was a motion to adjourn the meeting. Commissioner Rhodes made a motion to adjourn the meeting, seconded by Commissioner Jamerson, and unanimously approved.

Meeting was adjourned at 8:52 AM.

**Review Group #1**

- Arthur Pang, Rev. Mary Ann Trifaro, and J. Nicole Rhodes

**Review Group #2**

- Leslie Paul Jamerson, Tanya Vokes, and Kellie Ware, Esq.

**Motions Commissioner**

Arthur Pang