

1. Call to Order: 8:34 am
 - a. Commission members present:
 - i. Vice Chairperson Kellie Ware, Esq
 - ii. Rev. Mary Ann Trifaro
 - iii. Leslie Paul Jamerson (phone)
 - iv. Motions Commissioner J. Nicole Rhodes (phone)
 - b. Staff members present:
 - i. Jessica Sharp, Human Resources
 - ii. Erin Johnson, Equity and Inclusion
 - iii. Frances Liebenguth, Law Department
2. Introduction of Guests: None
3. Approval of Minutes: Commissioner Trifaro motioned to approve the November 1, 2023, meeting minutes. Motion was seconded by Commissioner Rhodes.
4. Chairperson's Update: Chairperson Pang was unable to attend due to a concurrent meeting with Allegheny County Executive Elect, Sara Innamorato.
5. Staff and Committee Reports
 - a. Law Department: Ms. Liebenguth discussed changes on the intake form which was sent to the commissioners for review. If there are any proposed edits, please email her or bring forward for discussion at the next meeting.
 - b. Human Resources: No updates
6. Strategic Initiatives and Process Improvements: Vice Chairperson Ware discussed potential community engagement efforts to bring awareness of the commission and its role to the public should be targeted for distribution of information.
7. Community Events: Commissioner Trifaro attended the Pittsburgh Magazine 40 under 40 Awards, which Chairperson Pang was an honoree of.
8. Announcements and Open Floor: Ms. Johnson noted that for ACHRC administrative needs, DEIAdmin@AlleghenyCounty.US should be copied in emails to Ms. Buannic and Ms. Sharp.
9. Adjournment: Commissioner Trifaro adjourned the meeting at 8:41 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

J. Nicole Rhodes