



# **CHAPTER 57 REVIEW BOARD**

ANNUAL REPORT  
FISCAL YEAR 2015-16



## CHAPTER 57 REVIEW BOARD

### I. PURPOSE

- A. **MISSION STATEMENT.** The mission of the Chapter 57 Review Board is to advocate for the citizens of Orlando in the areas of human and civil rights, with a primary focus on equal rights and equal opportunities in employment, housing, and public accommodations. The board hears Minority/Women Business Enterprise Office (M/WBE) appeals and appeals of the Office of Community Affairs and Human Relations (OCA&HR) determinations of Chapter 57 complaints of discrimination filed under the protected classes of race, color, religion, sex, national origin, disability, age, marital status, familial status, sexual orientation, or retaliation. It may conduct mediation and/or conciliation conferences, and hold hearings when any party to a complaint violates the terms of a negotiated settlement agreement.

### II. ADMINISTRATION

- A. **STAFF.** The City provides staff support and administration for the Chapter 57 Review Board. Key staff are as follows:
1. Marcia Hope Goodwin, Chief Service Officer and Director
  2. Gwendolyn Wiggins, Human Relations Supervisor Human Relations Official
  3. Dionna Little, Assistant City Attorney II, Office of the City Attorney
  4. Carmen I. Feliciano, Board Secretary
- B. **STAFF CHANGES.**
1. Gwendolyn Wiggins was hired as Human Relations Supervisor/Human Relations Official and took over responsibilities of the Chapter 57 Review Board from Patricia Newton, who retired.

### III. BOARD MEMBERS

- A. **NUMBER.** The Chapter 57 Review Board has seven (7) members who are recommended to the Mayor for appointment by the Nominating Board, appointed by the Mayor, and confirmed by City Council.
- B. **REQUIREMENTS.** There are no special requirements for appointments.
- C. **ATTENDANCE.** The annual attendance report is attached.
- D. **TERMS.** All appointments to the Board shall be for a term of two (2) years. In the event of the death or resignation of any member, his/her successor shall be appointed to serve for the unexpired period of the term for which such member has been appointed.





## CHAPTER 57 REVIEW BOARD

E. CHAIRMAN. Nathaniel Friends  
1868 Vista Royal Boulevard  
Orlando, Florida 32835  
p. 407.748.0863 · e. nate1136@hotmail.com

F. VICE CHAIRMAN. Bassem Chaaban  
1586 North Goldenrod Road  
Orlando, FL 32807  
p. 407.273.8363 · e. bchaaban@iscf.org

G. BOARD MEMBERS.

<u>MEMBER</u>	<u>TERM</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>STATUS</u>
Bassem Chaaban*	1	7/18/13	6/30/17	Active
Ginger Malcom**	1	4/9/12	6/30/17	Active
Alfreda Forshee	1	4/9/12	6/30/16	Resigned
Nathaniel Friends	1	6/23/14	6/30/17	Active
Ron Nesbitt	1	12/5/11	6/30/16	Active
Louis Preston, Jr.	1	8/15/11	6/30/17	Active
Wanda Bonet-Gascot	1	9/29/14	6/30/16	Resigned

H. BOARD APPOINTMENTS. Throughout Fiscal Year 2015-16, no new members were appointed by Mayor Dyer and confirmed by City Council.

I. ELECTIONS. On November 12, 2015, Nathaniel Friends was elected as Chairman Bassem Chabaan was elected as Vice Chairman by a unanimous vote.

J. BOARD MEMBER TRAINING AND WORKSHOPS. The Board was involved in the following training and workshops:

- 10/13/15 Orlando Speaks
- 11/11/15 Excellence in Education (Islamic Society)
- 12/10/15 Housing Appeal
- 01/14/16 Housing Appeal
- 02/23/16 Black History Month Reception
- 03/10/16 Housing Appeal
- 04/18/16 Volunteer Appreciation Reception

## IV. MEETINGS

A. DAY AND TIME. The Chapter 57 Review Board meets on the second Thursday of each month at 9:00 am.

B. NUMBER. The Chapter 57 Review Board scheduled [twelve (12)] meetings in Fiscal Year 2015-16 and held six (6) meetings, one (1) MBE, five (5) Office of Human Relations dated:; November 12, 2015; December 10, 2015; January 14, 2016; March 10, 2016; May 12, 2016; and July 14,



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2016. Volunteer hours for the Chapter 57 Review Board for Fiscal Year 2015-16 totaled – 165.00 cumulative hours.

C. SPECIAL MEETINGS. The Chapter 57 Review Board did not hold any special meetings.

### V. WORKLOAD

A. SYNOPSIS. The Chapter 57 Review Board reviewed two (2) fair housing discrimination cases. The no cause determinations that a violation of the Title VII of the Fair Housing Act and Chapter 57 of the Code of the City of Orlando occurred were upheld by the Board in both fair housing complaints.

The Chapter 57 Review Board heard three (3) appeal cases of denials by the Certification Board during the period. The decisions to deny certification was upheld by the Board in all three (3) cases.

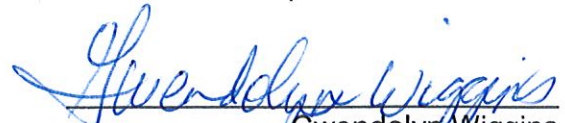
### VI. MAJOR INITIATIVES/SPECIFIC ACCOMPLISHMENTS

A. MAJOR INITIATIVES. The Board conducted several meetings with LYNX to address the audio bus service communication for hearing impaired and sighted riders. The Board made an onsite visit to the Orlando Bus Terminal from city hall. On November Board members were blindfolded and at the LYNX Orlando Bus Terminal experienced the difficulty in hearing bus route numbers, locations of those buses.

#### B. SPECIFIC ACCOMPLISHMENTS.


1. The Board, on 7-14-16, took a tour of the LYNX bus training facility. The Board participated in an assimilation bus driver training program at the facility.
2. Through the efforts of the Board and the Office of Human Relations, Orlando Speaks, an interactive workshop, will again have workshops to increase better communication with citizens and police.

  
Nathaniel Friends  
Chairman

  
Gwendolyn Wiggins  
Human Relations Supervisor

  
Carmen Feliciano  
Recording Secretary

  
Stephanie Herdoux  
Kyle D. Reynolds  
Board Coordinator

  
Amy T. Iennaco  
Interim City Clerk





# Chapter 57 Review Board Attendance Report



Fiscal Year: 2015-16

Target Number of Meetings: 12

Recording Secretary: Carmen Feliciano / Gwendolyn Wiggins

Name	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	held	# miss	% miss	Date Appointed	Term Ends
Bonet-Gascot, Wanda	N	X	X	X	N	X	X	X	N		TE		6	0	0%	09/29/14	06/30/16
Chaaban, Bassem**	N	X	X	X	N	X	X	A	N	X	N		6	1	8%	07/01/15	06/30/17
Crotty, Christina					NM								6	0	0%	07/11/16	06/30/18
Forshee, Alfreda	N	A	A	X	N	X	X	X	N	R			6	2	17%	07/01/14	06/30/16
Friends, Nathaniel*	N	X	X	A	N	A	X	X	N	X	N		6	2	17%	06/23/14	06/30/18
Laboy, Coralie					NM						N		6	0	0%	07/11/16	06/30/18
Malcom, Ginger	N	X	X	X	N	X	X	X	N	X	N		6	0	0%	06/15/15	06/30/17
Nesbitt, Ronald	N	X	X	X	N	X	A	X	N	X	N	TE	6	1	8%	07/01/14	06/30/16
Preston, Louis Jr.	N	X	X	A	N	A	X	X	N	X	N		6	2	17%	06/15/15	06/30/17
							MBE							0	0%		
														0	0%		
														0	0%		
													Total Meetings Held: 6				
Duration of Meeting***:	0 3 hrs	2/1/20	2.5hrs	0	1.5	1 HR	2.5	0	2.5	0	0	0			(in minutes)		
Total Members Attending:	0	6	6	5	0	5	0	6	0	4	0	0					
Volunteer Hours:	0.00	VALUE 3.728	VALUE	0.00	0.13	VALUE	0.25	0.00	0.17	0.00	0.00	0.00	Total YTD Volunteer Hours:		#VALUE!		

\*Chairperson

\*\*Vice Chairperson

Quorum = 5

A=Absent

X=Attended

N=No Meeting

TE=Term Expired

NM=New Member

R=Resigned

T=Terminated

\*Contacted due to Attendance

Green/Yellow/Red=Letter Issued