



# STATE OF IOWA

KIM REYNOLDS, GOVERNOR  
CHRIS COURNOYER, LT. GOVERNOR

Friday, September 19, 2025, 1:15 P.M.  
Ledges Conference Room  
6200 Park Ave., Des Moines, IA 50321

## **Approved Minutes:**

*Approved 10/17/25*

**I. Roll Call Commissioners (Chair Kooiker, Vice Chair White, Secretary Elsloo, Legislative Liaison DeKock, Baumann)**

a. Recognition of Agency Leadership *Called to order by Kooiker at 1:15 pm. All present. Others: Director Kristen Stiffler and Education Outreach Coordinator Rose Cooney from the Agency.*

**II. Acceptance of Agenda. Motion by DeKock, 2<sup>nd</sup> by White. Ayes: Unanimous.**

**III. Approval of Minutes from August 8, 2025. Motion by DeKock, 2<sup>nd</sup> by White. Ayes: Unanimous.**

**IV. Public Comment (oral or written) – pursuant to public decorum rules adopted on August 16, 2024, public comment shall be limited to four minutes. None.**

**V. Service Animal Presentation. Given by Zac Fox of Puppy Jake Foundation Iowa.**

**VI. Director's Update - Kristen Stiffler. Stiffler gave update.**

a. **Introduction of Education Outreach Coordinator. Rose Cooney**

b. **AG Update. Not present. Stiffler gave briefing of pending cases.**

**VII. Powers & Duties – Policy recommendations:**

- a. Added 1/17/25: Timeframe for appeals, potential recommendation for change to the ICRA for HUD cases for 365 rather than 300 days. *Stiffler gave further insight. Motion to not recommend change to existing time frame for housing appeals by DeKock, 2nd by Baumann. Ayes: Unanimous.*
- b. Review / clarify final form of Commissioner Role Descriptions. *Approved as final Motion by DeKock, 2nd by Elsloo. Ayes: Unanimous.*
- c. Review / clarify final form of Public Policy Involvement. *Tabled to next meeting by consensus.*

**VIII. Commissioners' Reports**

- a. Commissioner Don DeKock *No report.*
- b. Commissioner Cheryl Elsloo *No report.*
- c. Commissioner Sam Kooiker *Item IX*
- d. Commissioner Jack Baumann *No report*
- e. Commissioner Holly White *No report.*

**IX. Consider education / special topics - Commissioner Kooiker.**

- a. For example: Introduction to Civil Rights Act, process of interaction with Federal Agencies, rules for service and assistance animals, elevators, vaccines. *Stiffler advised maintaining neutrality and balance .*
- b. Frequency: Quarterly. *Next meeting Assignment - Commissioners bring topics for future presentations. Baumann to prioritize/plan topics for possible quarterly presentations in 2026.*

**X. Next Meeting** – October 17, 2025, at 1:15 pm.

**XI. Adjournment** *Motion by DeKock, 2<sup>nd</sup> by Elsloo. Ayes: All Adjourned at 3:02 PM.*

**Any person needing special assistance or with accessibility needs should contact the Iowa Office of Civil Rights at 515-281-4121 or [icrc@iowa.gov](mailto:icrc@iowa.gov).**

Mission Statement: The Iowa Civil Rights Commission is dedicated to upholding justice and fairness by thoroughly reviewing appeals related to civil rights violations. We strive to ensure that every case is evaluated with integrity, transparency, and respect for all individuals involved. (Adopted March 21, 2025)

Signed by:  
  
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12/1/2025