

**State of Maryland Commission on Civil Rights
Commission Meeting
November 15, 2016 – 10am
MINUTES**

Commissioners Present: Shawn M. Wright, Esq., Chairperson; Gina McKnight-Smith, Pharm.D., M.B.A.; Naima Said; Rabbi Binyamin Marwick; Roberto N. Allen, Esq.

Present via Conference Call: DeWayne Wickham; Gary C. Norman, Esq., Vice Chairperson; Laura Esquivel

Management Present: Alvin O. Gillard, Executive Director; Cleveland L. Horton II, Deputy Director; Nicolette Young, Assistant Director; Glendora C. Hughes, General Counsel

Staff Present: Tara Taylor, Director of Education & Outreach; Spencer Dove, Executive Associate

Guests Present: Roger E. Hartley, Dean, College of Public Affairs, University of Baltimore

ITEM	SUMMARY	ACTION
Call to Order	1. Meeting called to order at 10:02 a.m.	None
Approval of Minutes	1. Motion to approve the minutes by Commissioner McKnight-Smith, seconded by Commissioner Said. Motion carries unanimously.	Approved
Chairperson's Report	1. 9 th Commissioner has been appointed by the Governor – Dominique S. Moore, Esq., from Baltimore City. Attorney by trade. Will not get to meet her until January, 2017.	None
Executive Director's Report	<ol style="list-style-type: none"> 1. Deputy Director, Director of Education & Outreach, and Executive Associate will be going to Harrisburg, PA, to observe the PHRC Advisory Council, its operations, the relationship between Commission and Advisory Council, and whether or not there is a potential for the Advisory Council to be effective eyes and ears around the state. 2. Continuing to set up structures to utilize all of the HUD Partnership Grant Funding awarded to MCCR in September. Printed agency materials, radio/internet advertising campaign, outreach to areas of greatest need, etc. 3. October's MAHRA Commissioner Training was successful. Ultimate goal this year was to share best practices so that Commissioners can go back to their home agencies and help to make operations/connections stronger. Commissioners Said and Allen were in attendance. 4. Reaching out to partners and community leaders to share information and gain insight into what their respective communities are experiencing that may be related to rhetoric from the election cycle. Reports of hate and bias are on the rise, but MCCR wants to check with our partners to get an understanding of what is happening in Maryland and how we can all help. 	None
Deputy Director's Report	<ol style="list-style-type: none"> 1. Reviewed monthly written report. 2. Reassigned investigators to Intake to facilitate a more efficient processing of new inquiries. This has already had a direct impact on reducing the wait time down between initial contact to Intake interview 	None

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	<p>from roughly 60 days to roughly 3 weeks, and the goal is to keep reducing that time down to approximately 2 weeks at least.</p> <p>3. MCCR passed HUD’s performance review and is recertified as the Maryland FHAP Partner for 5 years.</p>	
Assistant Director’s Report	<p>1. Reviewed submitted written report.</p> <p>2. Awaiting information back from the Department of Budget & Management on the Civil Rights Officer III recruitment which recently closed. Hoping to interview soon and have the new CRO join the team in the Spring.</p> <p>3. Currently recruiting for a Civil Rights Officer II position.</p> <p>4. Three new Civil Rights Officers have joined MCCR in the last month.</p>	None
General Counsel’s Report	<p>1. Reviewed submitted written report.</p> <p>2. Attended a legislative workshop on the Source of Income legislation in October. Basically an opportunity for stakeholders to come in and provide information to the House subcommittee.</p> <p>3. Continuing conversation with bill sponsors to support their crafting language for the public accommodations legislation they intend to introduce in the 2017 Legislative Session.</p>	None
Education & Outreach Director’s Report	<p>1. Presentation and discussion with Roger E. Hartley, Dean, College of Public Affairs, University of Baltimore regarding partnerships between MCCR and UB; mission and goals of UB.</p>	None
Old Business	<p>1. None</p>	None
New Business	<p>1. Next Commission meeting is moved to December 15 so that Commissioners can join the staff for the annual Winterfest.</p>	None
Good & Welfare	<p>1. None</p>	None
Adjournment	<p>1. Meeting adjourned at 11:55am.</p>	Adjourned