

**State of Maryland Commission on Civil Rights  
Commission Meeting  
November 14, 2017 – 10am  
MINUTES**

**Commissioners Present:** Gary C. Norman, Esq., Vice Chairperson; Dominique S. Moore, Esq.; Naima Said, Esq.; Roberto N. Allen, Esq.

**Commissioners Present by Phone:** None

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

**Staff Present:** S. Spencer Dove, Executive Associate; Tara Taylor, Education & Outreach Director; Louis Dukes, Civil Rights Officer; Ese Ogunbor, LL.M, Civil Rights Officer; Cecelia M. Assam, Civil Rights Officer; Charlett Bundy, Civil Rights Officer; Towanda Oliver, Civil Rights Officer

ITEM	SUMMARY	ACTION
<b>Call to Order</b>	1. Meeting called to order at 10:01am	None
<b>Approval of Minutes</b>	1. Quorum not reached. Minutes tabled until December, 2017 meeting.	None
<b>Chairperson’s Report</b>	1. Introductions of staff present at the meeting.	None
<b>Executive Director’s Report</b>	<ol style="list-style-type: none"> <li>1. Met with Secretary Brinkley from the Department of Budget &amp; Management in October. Very positive meeting and thankful for the support MCCR receives from the Department on a continual basis.</li> <li>2. Met one-on-one with the Superintendent of State Police Pallozzi to discuss the 2017 Hate Bias Report released by MSP a few weeks ago.</li> <li>3. Attended the first graduation of the Maryland Equity &amp; Inclusion Leadership Program class on November 9. Cleveland Horton and Kara Hunt were a part of the class, and Tara Taylor was instrumental to executing a successful program. It was clear that the participants embraced the goal of the program, while analyzing the need for equity and inclusion in their workplaces. MCCR is looking forward to building upon this success.</li> <li>4. Staff went to Senator Theatre for a screening of the movie “Marshall”. Extended the invitation to Commissioners and other human relations agencies around the state. We were joined by most of the Baltimore City Office of Civil Rights &amp; Wage Enforcement and individuals from the Department of Budget &amp; Management’s Fair Practices Office.</li> </ol>	None
<b>Deputy Director’s Report</b>	1. Reviewed submitted written report.	None

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<b>Assistant Director's Report</b>	<ol style="list-style-type: none"> <li>1. Reviewed submitted written report.</li> <li>2. We have filled 5 vacancies in the Case Processing Unit. There is a vacant position in Education &amp; Outreach Unit and Intake Unit. Active recruitment for the vacancy in the Intake Unit.</li> <li>3. Will be sending a number of staff to Philadelphia for fair housing training being offered by the U.S. Department of Housing &amp; Urban Development.</li> </ol>	None
<b>Education &amp; Outreach Report</b>	<ol style="list-style-type: none"> <li>1. There were 34 graduates in the inaugural Maryland Equity &amp; Inclusion Leadership Program. Each graduate came up with a project that they will take back to their organization to improve workplace climate and culture. Classmates represented professionals in public, private, and non-profit sectors.</li> </ol>	None
<b>General Counsel's Report</b>	<ol style="list-style-type: none"> <li>1. Reviewed submitted written report.</li> <li>2. National civil rights lawyers leadership conference looking at the work that has risen to tackle issues facing underserved populations. It is not just a discussion about traditional civil rights issues. Rather, they are looking at issues of transportation and utility placement, as examples. Also looking at issues that intersect with respect to civil rights instead of treating matters in their own silo.</li> </ol>	None
<b>Old Business</b>	<ol style="list-style-type: none"> <li>1. Board currently has one appeal. Decision will be authored within the next few months.</li> </ol>	None
<b>New Business</b>	<ol style="list-style-type: none"> <li>1. Commissioner Norman having a non-partisan dialog in April with Dean Hartley from the University of Baltimore. Also shared information on an upcoming conference in Washington, DC – please see Commissioner Norman for more details.</li> <li>2. Commissioner Moore co-chairing the 50<sup>th</sup> Anniversary of the Fair Housing Act Committee. Asking fellow Commissioners to throw their full support behind the event and be ready to assist when the ask is made. This is a wonderful opportunity to put the Commission front and center during such relevant subjects during such relevant times.</li> </ol>	None
<b>Good &amp; Welfare</b>	<ol style="list-style-type: none"> <li>1. Pilot, Commissioner Norman's second service dog, will be retiring at the end of the month.</li> <li>2. Commissioner Allen proposes a possible venue for a meeting out in the community. Discussion forthcoming.</li> </ol>	None
<b>Adjournment</b>	<ol style="list-style-type: none"> <li>1. Motion to adjourn by Commissioner Moore, seconded by Commissioner Said; meeting adjourned at 11:29am.</li> </ol>	Adjourned