

**State of Maryland Commission on Civil Rights  
Commission Meeting  
January 9, 2018 – 10am  
MINUTES**

**Commissioners Present:** Roberto N. Allen, Esq.; DeWayne Wickham

**Commissioners Present by Phone:** Shawn M. Wright, Esq., Chairperson; Gina McKnight-Smith, PharmD, MBA; Rabbi Binyamin Marwick; Gary C. Norman, Esq., Vice Chairperson; Naima Said

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

**Staff Present:** S. Spencer Dove, Executive Associate; Tara Taylor, Education & Outreach Unit Director

ITEM	SUMMARY	ACTION
<b>Call to Order</b>	1. Meeting called to order at 10:05a.m.	None
<b>Approval of Minutes</b>	1. Motion to approve December, 2017 minutes by Commissioner Said, seconded by Commissioner Marwick; motion carries without opposition.	None
<b>Chairperson's Report</b>	1. None.	None
<b>Executive Director's Report</b>	<ol style="list-style-type: none"> <li>1. Want to extend thanks to Commissioner Esquivel for her service to the Maryland Commission on Civil Rights during her term.</li> <li>2. Thank you to Commissioner Said for joining staff for their annual Winterfest in December. The staff greatly appreciated her taking time out to spend the time with staff.</li> <li>3. Reminder that next month the Superintendent of State Police is slated to join us for the monthly Commission meeting. Spencer will reach out to Commissioners as we seek to finalize his visit, to make sure we gather what items of interest the Commissioners have for the Superintendent to discuss.</li> </ol>	None
<b>Deputy Director's Report</b>	<ol style="list-style-type: none"> <li>1. Reviewed submitted written report.</li> <li>2. Fair Housing Act 50<sup>th</sup> Anniversary Gala Celebration is April 28, 2018. Two tickets will be available - \$75 general and \$150 VIP. There are 4 sponsorship tiers, each with their own package benefits. If Commissioners know of any organizations that would be a great sponsor for the event, please let Spencer know so we can forward the information over. Actively seeking a keynote speaker.</li> </ol>	None
<b>Assistant Director's Report</b>	<ol style="list-style-type: none"> <li>1. Reviewed submitted written report.</li> <li>2. A new Civil Rights Officer will be joining the agency at the end of January, and we will be losing a Civil Rights Officer at the end of the week.</li> <li>3. Not slated to testify on our budget to the General Assembly this Legislative Session.</li> </ol>	None
<b>General Counsel's</b>	<ol style="list-style-type: none"> <li>1. Reviewed submitted written report.</li> <li>2. Attended the Maryland Non-Profits Legislative Preview yesterday. General Assembly Session begins</li> </ol>	None

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<b>Report</b>	tomorrow.	
<b>Education &amp; Outreach Director's Report</b>	<ol style="list-style-type: none"> <li>1. January and February are filling up quickly with requests for training and outreach. "Know Your Civil Rights" Workshop, Sexual Harassment Training, and Preventing Employment Discrimination are the most requested.</li> <li>2. Seeing a number of new connections.</li> <li>3. Gearing up for the next Maryland Equity &amp; Inclusion Leadership Program cohort. Met with the University of Baltimore to discuss possible next steps.</li> <li>4. Seen an increase in the number of organizations calling to inquire about how best to reconstitute their diversity committees.</li> </ol>	None
<b>Old Business</b>	<ol style="list-style-type: none"> <li>1. Commissioner Allen spoke with Judge who was going to discuss with the bench about meeting at the Greenbelt Court House. Anticipating a response from the Judge's assistant by next week.</li> </ol>	None
<b>New Business</b>	<ol style="list-style-type: none"> <li>1. Commissioner Esquivel has concluded her term on the Commission. Commissioner Hayden B. Duke of Frederick County has been appointed to her vacancy.</li> <li>2. 2014-2019 Strategic Plan is set to expire next calendar year. Commissioners should be ready to discuss another 5-year plan towards the end of the calendar year.</li> </ol>	None
<b>Good &amp; Welfare</b>	<ol style="list-style-type: none"> <li>1. None</li> </ol>	None
<b>Adjournment</b>	<ol style="list-style-type: none"> <li>1. Motion to adjourn by Commissioner Allen, seconded by Commissioner Wickham, motion carries without opposition. Meeting adjourned at 11:26a.m.</li> </ol>	Adjourn