

**State of Maryland Commission on Civil Rights  
Commission Meeting  
September 13, 2016 – 10am  
MINUTES**

**Commissioners Present:** Shawn M. Wright, Esq., Chairperson; Gary C. Norman, Esq., Vice Chairperson; DeWayne Wickham; Rabbi Binyamin Marwick

**Present via Conference Call:** Naima Said; Roberto N. Allen, Esq.

**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; Khadriah Ward, PMP

ITEM	SUMMARY	ACTION
<b>Call to Order</b>	1. Meeting called to order at 10:05a.m.	None.
<b>Approval of Minutes</b>	1. July, 2016 meeting minutes for approval moved by Vice Chairperson Norman with the amendment of a summary from Executive Session, seconded by Commissioner Wickham; motion carries unanimously.	Approved.
<b>Chairperson’s Report</b>	1. Discussed ways for the Commissioners to enhance communication with the Staff moving forward, but also looking to have more focused discussion amongst Commissioners. The Chair also is looking for ways to improve the discussion and addressing of issues around the State.	None.
<b>Executive Director’s Report</b>	<p>1. Executive Director reviewed comments by Commissioners on the draft Outreach Plan for MCCR, with special interest on developing Advisory Councils. The Executive Director will be speaking with the Pennsylvania Commission on Human Relations tomorrow to discuss their Advisory Council operations. He also met with a social media expert to discuss how to best harness the work of MCCR to expand connections via social media with the constituency.</p> <p>2. Executive Director and Deputy Director met with the Department of Justice in response to the report issued on the Baltimore City Police Department. USDOJ identified MCCR as an agency that they wanted to reach out to discuss the report and the consent decree process. Executive Director asks for any input from Commissioners on what should be in the consent decree to the Executive Director’s attention. MCCR strongly urging the USDOJ to ensure public comments be gathered and incorporated into the consent decree.</p> <p>3. Working alongside the Director of Education &amp; Outreach to promote the Maryland Equity &amp; Inclusion Leadership Program, soliciting program partners and presenters as well as sponsors to enhance the 2017 Inaugural Class’ experience. Met with Steven McAdams, Executive Director of the Governor’s Office for Community Initiatives who is actively working to support MCCR and the University of Baltimore in this project.</p> <p>4. Kudos to staff who continue to focus on the targets in order to meet our federal obligations and carry</p>	None.

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	out the work of the agency.	
<b>Deputy Director's Report</b>	<ol style="list-style-type: none"> <li>1. Reviewed submitted written report.</li> <li>2. Chairperson asked a question about what the agency is doing to reduce the time between initial contact with MCCR and the Intake Interview. Aiming to turn the three to four week contact-to-interview time period down to a two week period.</li> <li>3. There are three new investigators beginning at MCCR on October 12. There is also an investigator position being vacated at the end of September; recruitment will be prepared accordingly.</li> </ol>	None.
<b>Assistant Director's Report</b>	<ol style="list-style-type: none"> <li>1. Entertained questions on any of the reports submitted for review.</li> <li>2. Closed out FY2016 with a balanced budget.</li> <li>3. Submitted FY2018 request to Department of Budget &amp; Management. Will be reviewed during the Fall.</li> <li>4. 2017 Legislative Session – MCCR will be before the General Assembly regarding budgeting.</li> <li>5. Continuing discussions with the Department of Information Technology to figure out how they can support MCCR's work and provide the necessary technical expertise.</li> </ol>	None.
<b>General Counsel's Report</b>	<ol style="list-style-type: none"> <li>1. Reviewed written support and took questions from the Commissioners.</li> <li>2. Had a conference call with House and Senate bill sponsors from 2016 Legislative Session on the public accommodations remedies legislation to discuss interest in reintroduction and answer questions about information necessary to proceed.</li> </ol>	None.
<b>Education &amp; Outreach Director's Report</b>	<ol style="list-style-type: none"> <li>1. Applications out for the Maryland Equity &amp; Inclusion Leadership Program. See the MCCR website for the release and information. Encouraged Commissioners to share the news with their networks.</li> <li>2. Staff lunch-and-learn on October 27, to which Commissioners are invited. MCCR will have a speaker in to talk about issues facing the Muslim community.</li> </ol>	None.
<b>Old Business</b>	<ol style="list-style-type: none"> <li>1. None.</li> </ol>	None.
<b>New Business</b>	<ol style="list-style-type: none"> <li>1. Executive Session entered at 11:33a.m. Executive Session ended at 12:05 pm. Discussion regarding the process for Commission initiated complaints took place during Executive Session.</li> </ol>	
<b>Good &amp; Welfare</b>	<ol style="list-style-type: none"> <li>1. None</li> </ol>	
<b>Adjournment</b>	<ol style="list-style-type: none"> <li>1. Meeting was adjourned</li> </ol>	