

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

Commissioners Present: Shawn M. Wright, Esq., Chairperson; Rabbi Binyamin Marwick; Gina McKnight-Smith, PharmD, MBA; Roberto N. Allen, Esq.; Hayden B. Duke

Commissioners Present by Phone: Gary C. Norman, Esq., Vice Chairperson; Naima Said, Esq.

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 Unit Director

| ITEM | SUMMARY | ACTION |
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| Call to Order | <ol style="list-style-type: none"> 1. Meeting called to order at 10:06am. 2. Commissioner Duke introduced himself to the Commission. | None |
| Approval of Minutes | <ol style="list-style-type: none"> 1. Motion to approve January, 2018, meeting minutes made by Commissioner McKnight-Smith, seconded by Commissioner Allen, passed unanimously. 2. Commissioners add meeting location, and correct typographical errors in February, 2018, minutes. Commissioner Allen moves approval as amended, seconded by Commissioner McKnight-Smith, minutes as amended approved without opposition. | January, 2018, and February, 2018, minutes approved |
| Chairperson’s Report | <ol style="list-style-type: none"> 1. None. | None. |
| Executive Director’s Report | <ol style="list-style-type: none"> 1. Next month, Superintendent Palozzi from Maryland State Police is expected to join our Commission meeting. Will follow-up to confirm and coordinate. If Commissioners would like the Superintendent to discuss or cover a particular topic, please send those requests to Spencer Dove. 2. Monday, May 7 from 2:30 to 6:30, at North Laurel Community Center, MAHRA and the Montgomery County Commission on Human Rights will be hosting a free event open to the public – “The Affects of Post Traumatic Slavery Syndrome in Diverse Communities and in the Work Place” by Dr. Joy De’Gruy. Spencer Dove will forward event registration information to Commissioners. 3. Putting final preparations on Gala Celebration on Saturday, April 28, 2018. | None |
| Deputy Director’s Report | <ol style="list-style-type: none"> 1. Reviewed submitted written report. 2. Beginning to see an improvement in our time-in-process, as anticipated a few months ago. The staff deserves all of the credit for their due diligence in efficiently and thoroughly handling all assigned cases. Administration has been instrumental in making sure Case Processing has all of the support they need. The General Counsel’s Office is providing key guidance for investigators to help ensure top | None |

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| | quality investigative services. | |
| Assistant Director's Report | <ol style="list-style-type: none"> 1. Reviewed submitted written report. 2. Reminder that Ethics Disclosures are due April 30. Information will be re-circulated by email. | None |
| General Counsel's Report | <ol style="list-style-type: none"> 1. Reviewed submitted written report. 2. Discussed status of all bills tracked by the Maryland Commission on Civil Rights during the 2018 Legislative Session. 3. Congratulations to Assistant General Counsel Terrence Artis for receiving the Daily Record's Leadership in Law Award. | None |
| Education & Outreach Unit Director's Report | <ol style="list-style-type: none"> 1. The 2nd cohort of the Maryland Equity & Inclusion Leadership Program will launch in January, 2019. Actively seeking sponsors and support in preparation. Program enjoys strong support from the inaugural cohort. Applications will likely open this summer. 2. Teaming up with Maryland Non-Profits to conduct an equity speaker series. This will launch in the fall of 2018. | None |
| New Business | <ol style="list-style-type: none"> 1. MCCR's Gala Celebration on April 28, 2018, is coming together. Actively working to sell as many tickets as possible. Commissioners are encouraged to circulate information to their networks on the Gala Celebration to drive sales and sponsorships. 2. Moved into Executive Session at 11:32am. | None |
| Good & Welfare | <ol style="list-style-type: none"> 1. None | None |
| Adjournment | <ol style="list-style-type: none"> 1. Meeting adjourned at 12:00 p.m. | Adjourned. |