

State of Maryland Commission on Civil Rights
Commission Meeting
December 17, 2019 – 10am
MINUTES

Commissioners Present: Allison U. Dichoso, Esq.; Eileen M. Levitt, SPHR, SHRM-SCP; Gary C. Norman, Esq., Chairperson

Commissioners Present by Phone: Gina McKnight-Smith, Pharm D, MBA; Rabbi Binyamin Marwick

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

Staff Present: S. Spencer Dove, Executive Associate

Meeting called to order at 10:16am.

- Motion to approve November, 2019, minutes made by Commissioner McKnight-Smith, seconded by Commissioner Marwick; motion carries unanimously.

Chairperson's Report

- Chairperson thanks the daily hard work of the staff, especially the Executive Staff. Staff's work is incredibly helpful in supporting the work of the Board of Commissioners.
- Thank you to the Commissioners for their assistance with the Commission Retreat in September, 2019. Also, thank you to Commissioners Duke and Levitt for their support in selecting the appointees for the Western Maryland Advisory Council.
- The January, 2020, Commission meeting will be at the Maryland State Library for the Blind.
- We are very excited for the April 25, 2020 Gala in recognition of the 100th anniversary of women's suffrage as well as the 30th anniversary of the Americans with Disabilities Act.
- Being installed as a Worshipful Master of a Masonic Lodge. Very honored and humbled by the opportunity.
- Retired partner guide dog Pilot has passed away.

Executive Director's Report

- Reminder: Gala is scheduled for April 25, 2020. MCCR circulated a Save the Date in November, 2019. The original keynote speaker had a scheduling conflict and had to back out. However, Dr. Mary Francis Barry, former Chairperson of the U.S. Civil Rights Commission, has been contracted as the Gala's keynote speaker. The attendance goal is 500 and MCCR is confident that our hard work can help to meet this goal. Executive Director is respectfully requesting Commissioners secure one table a piece at the Gala. One table of general admission tickets is \$750 (10 tickets at \$75 per ticket) and one table of VIP admission tickets is \$1250 (10 tickets at \$125). VIP tickets will have certain perks, including a reception with Dr. Barry. Staff could also use some support from Commissioners in identifying and securing sponsorships for the event. The Gala will also feature a number of women honorees who highlight many of the civil rights efforts and successes in Maryland.

- Western Maryland Advisory Council – had a follow-up video teleconference in December. Three areas of focus: diversity, equity, and inclusion; hate/bias reporting; civic engagement. WMAC will be meeting on these focus areas in the beginning of 2020. They will also be electing their leadership in the first quarter of 2020. WMAC is moving forward full steam ahead.
- The Maryland Equity & Inclusion Leadership Program graduation occurred last week. It was an outstanding success. Over 30 individuals graduated in this second cohort. The level of excitement and enthusiasm for the program from the cohort was incredibly refreshing. MEILP should be viewed as one of MCCR's signature programs. The agency needs to continue to build upon the opportunity of this program.

Deputy Director's Report

- Reviewed submitted written report
- Discussed the data circulated to Commissioners regarding staff turnover and case time in processing. Explained the many factors that impact a case's age as staff transition out of and into the agency.

Assistant Director's Report

- Reviewed submitted written report.
- 2 new hires will be coming on board with MCCR in the new year.
- Have completed internal recruitment for Director of Education & Outreach. Interviews will be conducted and an announcement on the hire will be ready by the next Commission meeting.
- MCCR has submitted the FY2021 budget request to the Secretary of Budget & Management.
- Met with the new Legislative Analyst assigned to MCCR by the Department of Legislative Services. Once the budget hearing comes out, Staff will share those dates with Commissioners.

General Counsel's Report

- Reviewed submitted written report.

Meeting adjourned 11:04am.