

State of Maryland Commission on Civil Rights
Commission Meeting
May 14, 2019 – 10am
MINUTES

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

Commissioners Present by Phone: Shawn M. Wright, 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: S. Spencer Dove, Executive Associate

Guests Present: Donald King; Joshua Crockett

ITEM	SUMMARY	ACTION
Call to Order	1. Meeting called to order at 10:06 a.m.	None.
Approval of Minutes	1. Motion to approve minutes made by Commissioner Wright, seconded by Commissioner Marwick; minutes approved unanimously without amendment.	Minutes approved.
Chairperson's Report	<p>“The Chair discussed that an issue calendar has been adopted. He will continue to advance the conversation on data, data analytics, and the Agency. Per the issue calendar, we enjoyed presentations by two guest briefers Joshua Crockett (a second year law school and already established leader) and Donald King, Esq.</p> <ol style="list-style-type: none"> 1. Joshua Crockett discussed organic relationships in building a diverse world. As a fellow Mason officer of the Chair, they discussed this in the context of one of the symbols of the Free Masons. 2. Donald King, Esq. provided an informative, important, presentation on data and its need in EEO processing. Data and data analytics is a focus of the tenure of the Chair. Mr. King requested that, ‘Please reinforce the need to use statistics to develop programs aimed at proactive prevention of EEO complaints.’ <p>As Chair, I strongly agree with his additional request, which I restate in full part. He requested that ‘Also, use complaint statistics as a measure of Inclusion for the Diversity and Inclusion program.’”</p> <ol style="list-style-type: none"> 1. Chairperson offered greetings and reviewed agenda. 2. Chairperson introduced guest speakers for today's meeting – Mr. Joshua Crockett and Mr. Donald King. 3. Chairperson request Commissioners to identify dates that they would be available for a Board Retreat to cover important topics, such as the agency's next Strategic Plan. 4. Chairperson invites Commissioners to share what they would like for the Board to prioritize and 	None.

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	<p>possible initiatives in the future.</p> <p>5. Chairperson discussed meetings he attended in April, 2019, including the Western Maryland Advisory Council Leadership Meeting.</p> <p>6. Chairperson asked staff if there is anything the Commissioners can provide to support the duties of each staff member – Executive Director requested any Western Maryland contacts to support the Western Maryland Advisory Council project; General Counsel invited Commissioners to attend the Medical Cannabis Symposium at the University of Maryland Carey School Of Law on May 21.</p>	
Executive Director's Report	<p>1. Shared the information learned from the April 17, 2019, meeting at Frostburg State University on the Western Maryland Advisory Council. Approximately 15 people total were in attendance. The agency was able to learn many of the issues of importance to the community, as well as some of the unique challenges facing the region. Overall the attendees were thankful MCCR came out to Frostburg because they relayed it is often a challenge to get agencies to come out and join the community directly. Attendees also recommended extending the deadline for individuals to apply to be on the Advisory Council, while offering contacts and connections to enhance the agency's marketing efforts.</p>	None.
Deputy Director's Report	<p>1. Reviewed submitted written report.</p> <p>2. MCCR is on trajectory to meet the agency's EEOC contract while exceeding the agency's housing complaint goals for this year. This is all due to the dedication and great work of the staff at MCCR.</p>	None.
Assistant Director's Report	<p>1. Reviewed submitted written report.</p> <p>2. MCCR has a contractual Civil Rights Officer II that will begin employment with the agency at the end of the month.</p> <p>3. MCCR has completed its audit that was conducted by the Office of Legislative Audits and is reviewing their feedback.</p>	None.
General Counsel's Report	<p>1. Reviewed submitted written report.</p>	None.
Old/New Business	<p>1. None.</p>	None.
Good & Welfare	<p>1. None.</p>	None.
Adjournment	<p>1. Motion to adjourn made by Commissioner Levitt at 11:27 a.m.; seconded by Commissioner Dichoso; motion carries unanimously.</p>	Adjourned.

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