

State of Maryland Commission on Civil Rights
Commission Meeting
April 14, 2020 – 10am
Meeting Held by Conference Call
MINUTES

Commissioners Present: Gary C. Norman, Esq.; Roberto Allen, Esq., Vice Chairperson; Eileen M. Levitt; Gina McKnight-Smith, PharmD, MBA; Allison U. Dichoso, Esq.

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; Kara N. Hunt, Ph.D., Director of Education & Outreach

Meeting called to order at 10:02am

- Chairperson welcomed everyone to the meeting, thanked Staff for their continued work.
- Motion to approve March, 2020, minutes passes unanimously.

Chairperson's Report

- Chairperson, Vice Chairperson, and Executive Director held a monthly meeting by phone.
- One MCCR Staff Member lost a family member due to COVID-19. The entire Commission sends their condolences.
- Chairperson and Vice Chairperson support Executive Director and Staff with any resources needed to further the agency's operations remotely.
- Chairperson submitted 3 documents for Commissioners to review regarding Board operations.

Executive Director's Report

- Despite agency operations being limited due to the pandemic, MCCR Staff continue to operate as efficiently as possible and harness every available resource in order to respond to and investigate complaints of alleged unlawful discrimination.
- Executive Director thanks leadership and Staff for their continued dedication to the agency and the mission.

Deputy Director's Report

- Reviewed submitted written report.
- Deputy Director also thanked all MCCR Staff for their continued work and support of one another.
- Commissioners and leadership extend condolences to staff that have lost family during this difficult time.
- Investigations are being conducted remotely, such as by phone and email. All in-person interactions have been suspended due to the pandemic. MCCR remains committed to carrying out its statutory mandate in order to protect the citizens of Maryland from unlawful discrimination

Assistant Director's Report

- Reviewed submitted written report.
- MCCR preparing for any potential impact to agency finances and operations in light of the State projecting revenue losses due to the pandemic.
- Assistant Director commended the Staff for continuing to execute daily operations.

General Counsel's Report

- Reviewed submitted written report.
- General Counsel thanked Staff for their strength, resilience, and dedication as the agency moved to remote and virtual operations.
- The Maryland Judiciary has largely halted operations due to the State of Emergency. This has delayed any pleadings involving the agency.

Education & Outreach Director's Report

- Reviewed submitted written report.
- Director thanks leadership team for their continued support and guidance.
- Education & Outreach Unit has taken advantage of this time to assess the Unit and its current needs. Training modules have been reviewed and updated. Exploring virtual opportunities to conduct training.

Old/New Business

- Commissioners extended their thanks to Staff for continuing the agency's work.
- MCCR Biennial Gala Celebration rescheduled to September 5.
- MCCR Commissioners will be getting 2 new Commissioners. Chairperson, Vice Chairperson, and Executive Director will work together to onboard them.
- Commissioners will have a briefing by the Chairperson of the Maryland Lynching Truth & Reconciliation Commission at the May meeting.

Open Forum

- Executive Director asks Commissioners to continue supporting the agency's budgetary resources with the Governor's Office.

Meeting adjourned 10:40am