

**State of Maryland Commission on Civil Rights  
Commission Meeting  
February 18, 2020 – 10am  
MINUTES**

**Commissioners Present:** Gary C. Norman, Esq., Chairperson; Eileen M. Levitt

**Commissioners Present by Phone:** Gina McKnight-Smith, PharmD, MBA

**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:** Jaya Underwood, Paralegal; Kara N. Hunt, Director of Education & Outreach

**Meeting called to order at 10:05am.**

- December 2019 meeting minutes reviewed by Commissioners, Chairperson approves minutes.

**Chairperson's Report**

- Chairperson reviewed the agenda.

**Executive Director's Report**

- Commissioners and staff thanked for attending Commission Reception. Mission to spread agency awareness was achieved. Commission Reception was a success
- February 21 from 8:30am until 12:30pm for the Maryland Association of Human Rights Agencies' annual Human Rights Day in Annapolis.
- Biennial Gala Celebration is Saturday, April 25, 2020 at the Maryland Live! Hotel Ballroom. Featured speaker is Dr. Mary Frances Berry, former Chairperson of the U.S. Commission on Civil Rights and historian. Commissioners are invited to send contact information to Spencer Dove for individuals they would like to receive a copy of the hard mailing promotion. Chairperson joins Executive Director in requesting Commissioners assist with securing sponsors for the event.

**Deputy Director's Report**

- Reviewed submitted written report.
- Updated status on Gala Celebration including sponsorships. Meeting set up with M&T for prospective champion sponsorship.

**Assistant Director's Report**

- Reviewed submitted written report.
- Introduced new personnel Kara Hunt, Director of Education and Outreach

**General Counsel's Report**

- Reviewed submitted written report.

**New Business**

- None

**Meeting adjourned 10:28am.**