

**State of Maryland Commission on Civil Rights**  
**Commission Meeting**  
**October 12, 2021 – 10am**  
**Meeting Held by Google Hangouts Meet**  
**MINUTES**

**Commissioners Present:** Gary C. Norman, Esq., Chairperson; Janssen E. Evelyn, Esq., Vice Chairperson; Eileen M. Levitt, SPHR, SHRM-SCP; Jeff Rosen; Gina McKnight-Smith, PharmD, MBA; Diane E. Bernier; Rabbi Binyamin Marwick; Stephanie Suerth, MPA, CCEP; Magdalena S. Navarro, MSc

**Management Present:** Alvin O. Gillard, Executive Director; Cleveland L. Horton II, Deputy Director; Nicolette Young, Assistant Director; Glendora C. Hughes, General Counsel; Kara N. Hunt, PhD, Director of Education & Outreach

**Staff Present:** S. Spencer Dove, Executive Associate

**Meeting called to order at 10:06am**

- Motion to approve September, 2021, minutes made by Commissioner Suerth, seconded by Commissioner Bernier; minutes approved unanimously.

**Chairperson's Report**

- Chairperson gave a statement in honor of Disability Employment Month.

**Executive Director's Report**

- Executive Director discussed the redraft of the letter in response to the presentation by Mr. Moore and Mr. Turner in at the June meeting.
- MCCR has completed its EEOC contracted. MCCR closed 520 cases under the contract. Congratulations to the Staff for their hard work in making sure this was another successful contract year.
- MCCR has begun sharing Save-the-Dates for the rescheduled Biennial Gala Celebration which will be April 30, 2022. Commissioners are encouraged to share the information to help drum up support for the Gala. Staff are in the process of formalizing radio campaigns to effectively advertise the event.

**Deputy Director's Report**

- Reviewed written report.
- Deputy Director thanked the Administration Unit for working diligently to fill vacancies within the Case Processing Unit.
- Deputy Director recognized the Supervisors and Investigative Staff for putting in the hard work prior to the Deputy's return to complete the EEOC contract. It was a team effort and they deserve recognition.

**Assistant Director's Report**

- Reviewed written report.
- Assistant Director shared congratulations to Case Processing for completing the EEOC contract.

### **General Counsel's Report**

- Reviewed written report.
- General Counsel offered congratulations to the great work performed by Case Processing to meet the EEOC contract.

### **Director of Education & Outreach's Report**

- Reviewed written report.
- Young Scholars Program, a partnership between MCCR and Prince George's County Public Schools, is going livet tonight.
- The Civil Rights Leadership Program is live and accepting applications. The due date is December 1. Thank you to the Commissioners for helping to spread the word.
- MCCR is halfway completed with another successful Maryland Equity & Inclusion Leadership Program cohort!
- MCCR is excited to unveil the online training videos – more information to come!

### **Old/New Business**

- Nominations are open for election as Chair and Vice Chair.

**Meeting entered Executive Session at 11:28 am.**