

**STATE HUMAN RELATIONS COMMISSION  
FULL COMMITTEE MEETING MINUTES  
DOVER, DELAWARE**

**THURSDAY, OCTOBER 9, 2014**

The October monthly meeting of the Delaware State Human Relations Commission was held by video-conference the Cannon Building, 861 Silver Lake Boulevard, Conference Room A, Dover, Delaware; and the Carvel Building, 820 N. French Street, 4<sup>th</sup> Floor Executive Conference Room, Wilmington, Delaware.

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**Attendance:**

**Commission Members Present:** Chairperson Calvin Christopher, Commissioners Mashoor Awad, Diaz Bonville, Whitttona Burrell, Wallace Dixon, Bernice Edwards, Stephen Elkins, Dr. J. Michael Harpe, Rose Mary Hendrix, Prameela Kaza, Gail Launay-Tarlecki, Nancy Maihoff, Walter Smith Jr., Roy Sudler Jr., Robert Watson Jr., Rosemarie Williams.

**Commission Members not present:** Commissioner Erica Caesar (excused), Chok-Fun Chui (excused), Earnest Gulab (unexcused), Doug James (excused), Lorenzo Murdaugh (excused), Olga Ramirez (excused) and Misty Seemans (excused).

**Staff from Division of Human Relations Office:** Romona Fullman and Kelly Fox.

**Members of the public present:** None

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**I Call to Order**

The meeting was called to order by Chair Christopher at 7:08 p.m., followed by a period of silent meditation.

**II Approval of Minutes**

The minutes for the September SHRC meeting were submitted. Commissioner Elkins made motion to approve minutes. Commissioner Kaza 2<sup>nd</sup> the motion. A vote was taken. Motion carried unanimously.

**III Members of the Public Present**

None

#### IV Chair's Report

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leaders</i>	<i>Due Date</i>
<p><u>FOIA</u> – Chair Christopher discussed the FOIA training that took place on 9/27/14. He advised that the training was beneficial. Additional training may be scheduled. Regarding the question at a previous meeting concerning reports submitted during the public comment segment of Commission meetings must be included with the minutes of the meeting; the answer is they do not. However the documents need to be referenced in the minutes.</p>	<p>Reference documents and reports received during the public meeting in the minutes</p>	<p>SHRC Chair Christopher</p>	
<p><u>Commissioner County Fellowship meetings</u> – Chair Christopher advised that these meetings can be held without posting on the public meeting calendar under FOIA; however Commission business cannot be discussed during these fellowships.</p>	<p>Meetings to discuss SHRC business must be published on the public calendar</p>	<p>All DSHRC Members</p>	
<p><u>HUD FHAP Commissioner Training</u> – Chair Christopher with Commissioners M. Harpe , R. Williams, and Director Fullman attended a 2-day regional training at HUD’s regional office in Philadelphia. Additional training may be forthcoming. Director Fullman reported that the opportunity to share and compare case processing policies and practice with other FHAP agencies was particularly valuable. The training affirmed the need to coordinate training for DSHRC members.</p>	<p>Coordinate and develop training opportunities for DSHRC members.</p>	<p>Director Fullman, Chair Christopher</p>	
<p><u>By Laws</u> – Chair Christopher reported that he received a request from Commissioner Maihoff.to amend the Section 8 of the Bylaws to include sexual orientation Motion to make amendment was made by Commissioner Awad and seconded by Commissioner Dixon. A discussion took place concerning this amendment on whether all protected classes should be added to Section 8. A vote took place and the motion carries unanimously.</p>	<p>Amendment to be made to Section 8 of the bylaws to include sexual orientation.</p>		

Chair Christopher asked that Legislative Committee review the current bylaws and propose for review and consideration any recommended updates.	Bylaws to be reviewed	Legislative Committee	Undefined
<u>Committees Responsibilities</u> – Chair Christopher asked all committee chairs to review DSHRC bylaws Article 5, Sections 4 – 8 to ensure committees are functioning as prescribed and make any required.	Review Article 5, Sections 4 – 8	Committee Chairs	Undefined
<u>Coalition for Fairness &amp; Equity in Schools</u> – Chair Christopher reported that Director Fullman attended the meeting. He will defer this topic for the Director’s report.			
<u>Dover Human Relations Commission</u> – Chair Christopher reported that the State Human Relations Commission is working to have a cohesive working relationship with the Dover Human Relations Commission. Commissioner Launay-Tarlecki attended a workshop with Dover Human Relations Commission on 9/23/14. The intention of the workshop was to define a process for the Dover Human Relations Commission to work with the State Human Relations Commission. The workshop did not proceed as planned. The Dover Human Relations Commission will continue to develop strategies and organize Committees.	Establish a working relationship with Dover Human Relations Commission		
<u>December Commission Meeting</u> – A discussion took place concerning the December Commission meeting. The format of the meeting will continue to include the State of the Commission Address. Commissioner Launay-Tarlecki will put together an ice-breaker activity for the meeting. The suggested locations included the Modern Maturity Center, Dover Downs and the Duncan Center.	Confirm a location for December Commission meeting  Develop ice-breaker for December Commission meeting	Chair Christopher/Director Fullman  Commissioner Launay-Tarlecki	Prior to November DSHRC meeting.  Undefined

## V Director’s Report

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leaders</i>	<i>Due Date</i>
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Director's Report – Director Fullman will send the Director's report electronically.	Send Director's report electronically	Director Fullman	Following the meeting
<u>Human Relations Awareness Month</u> – A discussion took place concerning continuing with the Human Awareness Month. It was decided that this will continue and the responsibility for this is under the Public Awareness Committee. Commission Burrell will discuss this with Commissioner James.	Develop activity (s) for Human Relations Awareness Month- January 2015	Public Awareness Committee	Prior to December DSHRC meeting
<u>General Business</u> – All members are encouraged to register to vote and to vote.			
<u>Kandler Award</u> – Director Fullman extended congratulations for Commissioner Edwards who will be one of two recipients to receive the Kandler Awards on October 16 <sup>th</sup> . Director Fullman asked for Commissioners to let Kelly Fox know of their interest to attend. Chair Christopher, Commissioners Maihoff, Burrell and Harpe expressed interest.	Commission will support and attend Kandler Awards Dinner		
<u>Additional Events</u> – Director Fullman will send emails concerning additional events that are coming up.	Opportunities for SHRC community engagement will be emailed as received	Director Fullman	
<u>FOIA Training</u> – A video of the FOIA training that took place on 9/27/14 will be made available.		Director Fullman	
<u>NFHA Training Webinar</u> - Fair Housing Act: Sex Discrimination, Sexual Harassment and Discrimination in Mortgage Lending Based on Maternity Leave Status" was held Thursday, Oct 2 <sup>nd</sup> . Director Fullman has included links to the learning experience in the Director's Report.			
<u>Partnership Grant in Sussex County</u> – Director Fullman requests that all Sussex County Commissioners be responsive to requests to participate in events in Sussex County. SHRC is partner with Pathways to Success under this grant.	Active participation in activities planned by grant partners- Pathways to Success	Sussex County DSHRC/DDHR	
<u>FOIA Request- Follow-up Report on EEO Issues in DE Public and Charter Schools</u> – Copies of the <i>Findings and Recommendation of the Public &amp;</i>			

<p><i>Charter Schools of Delaware</i> report dated September 1, 2007 was distributed to all Commissioners. Director Fullman advised that public concern over the lack of diversity among school officials, leaders, and teachers in public and charter schools statewide continues. The DSHRC/DDHR investigated a complaint filed in 1999 and agreed to monitor for five years. A Report of Findings &amp; Recommendations was published in 2007. The question raised was should the DSHRC/DHR continue monitoring. A discussion took place concerning the responsibility of monitoring this report and the authority to further address the issue.</p> <p><u>Coalition for Fairness and Equity in Schools</u>- DSHRC/DDHR is a member of the Coalition. Director Fullman serves on the policy work group set to explore ways of eliminating racial in school discipline policies and practices including the possible repeal of HB 85.</p> <p>The work of the Coalition is statewide. Commissioner Edwards is working to organize a Coalition meeting in Georgetown. She will advise when date and time is confirmed.</p>	<p>Organize meeting for Coalition for Fairness and Equity in Schools in Georgetown.</p>	<p>Commissioner Edwards</p>	<p>TBD</p>
<p><u>New Deputy Attorney General</u> – New DAG Paige Schmittinger was introduced to the Commissioners.</p>			

**VI Committee Reports**

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
<p><u>Public Awareness Committee</u> – Commissioner Launay-Tarlecki reported that Commissioner James emailed his report to her.</p> <p>Chair Christopher asked if the Committee held a</p>			

<p>public meeting that was posted including an agenda. The answer was no. Chair Christopher advised that if Committees do not hold Committee meetings that do not meet FOIA guidelines there should not be a report during the Commission meetings.</p> <p>Commissioner Launay-Tarlecki advised that Commissioner James expressed thanks to Vince Petroff for the Comcast Newsmaker interview that he gave. All Commissioners are encouraged to watch the video.</p>			
<p><u>Legislative Committee</u> – No meeting was held.</p>			
<p><u>Community Response Committee</u> – Commissioner Maihoff reported that there is a meeting scheduled with Mr. Fulton, Superintendent of Cape Henlopen School District, on November 5, at 6:00 p.m.</p> <p>The Committee will be scheduling a meeting with Mr. Alston before the next meeting.</p> <p>The Committee will try to schedule 2 meetings a month to handle the issues before them currently.</p> <p>The documents from the Jimtown inquiry will be split between members of the Committee. The members will discuss and bring to the next meeting.</p> <p>2015 Action Plan is being developed. The Committee will continue to monitor attendance and interview Commissioner candidates.</p>	<p>CRC meeting with representatives from the Cape Henlopen School District</p> <p>Meeting to be scheduled with Mr. Alston</p> <p>Documentation from the Jimtown inquiry to be divided and reviewed</p> <p>Develop 2015 Action plan</p>	<p>Commissioner Maihoff</p> <p>Commissioner Maihoff</p> <p>Commissioner Maihoff</p> <p>CRC</p>	<p>11/5/14</p> <p>TBD</p> <p>Prior to next SHRC meeting</p> <p>Undefined</p>
<p><u>Governor’s Council on Equal Employment Opportunity Committee</u> – Commissioner Launay-Tarlecki reported that the September meeting of the GCEEO was a retreat to look at the Committees strategic plan. It is currently in being drafted.</p>			

<p>Next meeting is 10/16 at 9:30 a.m. at the Haslet Armory. Agenda for that meeting discuss the member reviews that are due 10/13/14.</p> <p>Formalized reviews have been scheduled. December reviews are DNREC and Department of Finance. January reviews are Department of State and Department of Services for Children, Youth and Their Families.</p>			
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**VII Old Business**

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
None.			

**VIII New Business**

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
None			

**IX Good News**

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
Commissioner Burrell shared that she will be retiring in 14 days.			

**XI Meeting Adjourned**

The meeting was adjourned at approximately 8:39 p.m. by Chair Christopher.