

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

**THURSDAY, October 13, 2016**

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 Arts Conference Room, Wilmington, Delaware.

---

**Attendance:**

**Commission Members Present:** Chairperson Calvin Christopher. Commissioners Whittona Burrell, Chok-Fun Chui, Bernice Edwards, Stephen Elkins, Kerri Harris, Jordan Hines, Doug James, Nancy Maihoff, Lorenzo Murdaugh, Olga Ramirez, Walter Smith Jr., Roy Sudler Jr., Robert Watson Jr., Rosemarie Williams and Dolores Finger Wright. DAG Paige Schmittinger.

**Commission Members not present:** Commissioners Mashoor Awad (unexcused), Jamaal Bivens (excused), Diaz Bonville (excused), Erika Caesar (unexcused). Michael J. Harpe (unexcused). Rose Mary Hendrix (excused), Prameela Kaza (excused), Robert Lathey (unexcused), Gail Launay-Tarlecki (excused) and Janet Maull-Martin (excused).

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

**Members of the public present:** Julie Fedele and Laura Thien

---

**I Call to Order**

The meeting was called to order by Chair Christopher at 7:07 p.m., followed by a period of silent meditation.

**II Approval of Minutes**

The minutes for the September SHRC meeting were submitted. A motion was made to accept the minutes by Commissioner Ramirez. Motion was seconded by Commissioner Elkins. Commissioner Elkins was not listed as being in attendance for September; correction to be made to minutes. A vote was taken, motion carries with no opposition.

**III Members of the Public Present**

No expressions.

#### IV Chair's Report

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leaders</i>	<i>Due Date</i>
Commission Vacancies – Chair Christopher welcomed new Commissioners Harris and Hines to the Commission. Commissioner Hines and Harris introduced themselves to fellow Commissioners. Further discussion deferred to the Community Response Committee.			
Commission Committee Assignments – Chair Christopher reported that new Commissioners will be assigned to a Committee.	Assign new Commissioners to a Committee	Chair Christopher	Undefined
Chair Christopher indicated that he is considering the appointment of a chair for the Legislative Committee.	Appoint new Chair for the Legislative Committee	Chair Christopher	Undefined
Chair Christopher reported he will fill the vacancy with the GCEEEOC himself.	Send notice GCEEEOC Chair and staff	Chair Christopher	Immediately
Joint Sunset Committee Review – Chair Christopher reported he, Deputy Attorney Generals Paige Schmittinger and Barbara Gadbois and Division staff are working to finalize the Sunset Review questionnaire due on Monday, October 17 <sup>th</sup> .	Complete Joint Sunset Review Questionnaire	Chair Christopher, Deputy Attorney Generals Paige Schmittinger and Barbara Gadbois and Romona Fullman	October 17, 2016
An Ad Hoc Committee has been created to look at the Commission as it is currently and what we would like to see it be going forward. Members asked to serve on the Ad Hoc Committee include: Chair Christopher, Commissioners Chui, Caesar, Smith, and Awad. Director Fullman and Paige Schmittinger will also be on the Committee. All Commissioners are welcome to attend meetings as they are scheduled.	Schedule a meeting of the Ad Hoc Committee	Chair Christopher	

Chair Christopher reported there is a Town Hall meeting in Dover on October 25 <sup>th</sup> State of Black Delaware. Commissioner Sudler asked if the Commission is going to have a representative on the panel. Chair Christopher replied that the Delaware Faith in Action group is sponsoring and organizing the meeting. At this time there is no representation from the Commission on the panel.			
Human Relations Awareness Month – Chair Christopher reported that the Public Awareness Committee will handle this. PAW can reach out to Division staff and fellow Commissioners for support.	Organize Human Relations Awareness Month activities	Public Awareness Committee	Undefined
December meeting – Chair Christopher reported that the Duncan Center is not available on Thursday, December 8 <sup>th</sup> Holiday meeting. Following a discussion concerning alternate locations or date. A vote was taken. Kelly Brown will check to see if the Duncan Center is still available Wednesday, December 7. If date is not available she will check to see Frazier’s on the Water or another location is available on December 7 <sup>th</sup> or 8 <sup>th</sup> .	Follow up on location for December Holiday meeting.	Kelly Brown	Friday, October 14, 2016
Commissioner Training – Chair Christopher encouraged Commissioner to participate in training. Training topics may be repeated.			
FOIA Guidelines – Chair Christopher reminded Commissioners that Commission and Committee meetings are subject to FOIA guidelines.			

**V Director’s Report**

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leaders</i>	<i>Due Date</i>

<p>Director Fullman reported there is no formal Director's report this month.</p>			
<p>Director Fullman discussed the ongoing process with the Sunset review.</p>			
<p>Director Fullman reminded Commissioners that the budget is shared with the Delaware Commission for Women. She requested Commissioners to be mindful of the costs when looking at activities. Tuesday, November 15<sup>th</sup> is the Office of Management and Budget hearing in the Senate Chambers of Legislative Hall.</p>			
<p>Director Fullman apologized to Commissioners regarding the mediation training offered by the University of Delaware. Interest had been previously expressed; however no registrations were completed. Other opportunities will be explored. Commissioner Maihoff reported the Center for Community Justice in Milford offers mediation training she recommends. Director Fullman will research what is available. When looking for training opportunities we must consider how the training advances the mission of the Commission.</p>	<p>Research additional training opportunities.</p>	<p>Director Fullman Commissioner Maihoff</p>	<p>Undefined</p>
<p>Director Fullman thanked Commissioner Chui for her participation in the Sunset Review Committee orientation.</p> <p>Director Fullman thanked Natalie Fountain for her work on the Film and Discussion series and ongoing efforts to continue this series.</p> <p>Director Fullman thanked Commissioners who participated in the Community and Police Forum in</p>			

<p>Dover including Commissioners Edwards, Watson and Sudler attended. Director Fullman expressed the importance of Commissioner being present at community events to increase the visibility of the Commission. She also reminded Commissioners that they can host community forums.</p> <p>The NAACP Freedom Fund Dinner will be November 6<sup>th</sup> in Wilmington. Director Fullman shared that she is one of the honorees. She will send details to Commissioners. Commissioners can reply to advise of their interest in attending.</p> <p>Director Fullman announced that Paige Schmittinger is getting married in December. The announcement was applauded.</p> <p>Director Fullman announced that on September 26<sup>th</sup> all state employees received an email from Governor Markell announcing that Ivy Planning), a leading diversity and inclusion firm, has been engaged to conduct an independent and comprehensive review of state employment policies, procedures and organizational structure as part our commitment to ensure that the state work environment is healthy, supportive, and responsive for all employees. She will forward the email or a link to the group to the Commissioners.</p> <p>Commissioner Sudler shared the challenges the City of Dover is facing regarding Economic Development and Inclusion. In response, recently 2 minorities have been appointed to the Economic Development Committee for the City of Dover. There are 2 more slots that will be available for minorities. They will be reviewing the EEOC requirements for the City of</p>	<p>Send information regarding NAACP Freedom Fund Dinner</p> <p>Forward email or a link to the group to the Commissioners.</p>	<p>Director Fullman</p> <p>Director Fullman</p>	<p>By November 2<sup>nd</sup> fined</p> <p>Undefined</p>
---	---	---	--

Dover. He will share additional details as they develop. .			
--	--	--	--

## 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 (PAW)</u> – Commissioner James advised that the Committee did not hold a meeting this month. He advised that the scheduled Comcast Newsmaker segment was cancelled due to unforeseen circumstances. The next segment is scheduled October 21<sup>st</sup>.</p> <p>Commissioner James expressed interest in having the Committee develop plan for Human Relations Awareness Month (January 2017) to include a proclamation signing with the Governor and Governor-Elect. Commissioner James expressed thanks to Natalie Fountain for her efforts on the Film and Discussion series.</p> <p>Commissioner James reported he is continuing his efforts to get the Comcast Newsmakers put on a DVD to run in the State Service Centers.</p> <p>Commissioner James expressed he would like to have a Committee meeting before the next meeting. Chair Christopher requested that the Committee meet and develop recommendations regarding Human Relations Awareness Month</p>	<p>Comcast Newsmakers segment formatted on a DVD</p> <p>Schedule a Committee meeting.</p>	<p>Commissioner James</p> <p>Commissioner James</p>	<p>Undefined</p> <p>Before next Commission meeting</p>
<p><u>Legislative Committee (LEG)</u> – No report. A new Chair for Committee to be appointed.</p>	<p>Appoint Commissioner to Chair Legislative Committee</p>	<p>Chair Christopher</p>	<p>Undefined</p>

<p><u>Community Response Committee (CRC)</u> – Commissioner Maihoff reported the Committee is reviewing the HRC mentoring program to update and make revisions. Commissioner Maihoff requested Chair Christopher send the 2-3 page guide to mentoring to her. He advised that he would.</p> <p>Commissioner Maihoff advised that there is 1 vacancy currently on the Commission. She expressed that Commissioner Lathey had informed her of his intent to resign from the SHRC due to a change in his work schedule. When he does there will be another vacancy.</p> <p>Commissioner Maihoff reported the Committee drafted a document regarding meeting times and safety concerns. An electronic version will be sent to all Commissioners. A discussion took place concerning safety/security during meetings. Chair Christopher indicated the start times of meetings and hearings will be discussed during the “Old Business” portion of the meeting.</p>			
<p><u>Governor’s Council on Equal Employment Opportunity Committee (GCEEO)</u> – No report.</p>			

**VII Old Business**

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
<p>Chair Christopher advised a 2 doodle polls were sent out to Commissioners. One poll was concerning the start time of Commission meetings and one was concerning the start time of hearings. A discussion took place concerning the poll results.</p> <p>A motion was made by Commissioner Sudler the</p>			

<p>Commission meetings begin at 5:30. Motion was seconded by Commissioner Finger Wright. Following discussion a roll call vote was taken. 12 in favor, 3 against. Motion carries. Commission meetings will begin at 5:30 p.m.</p> <p>Individual responses:  In favor: Commissioners Chui, Edwards, Elkins, Finger Wright, Harris, Hines, Maihoff, Ramirez, Smith, Sudler, Watson and Williams.  Against: Commissioners Burrell, James, and Murdaugh.</p> <p>A motion was made that hearings will begin at either 9:00 a.m. or 1:00 p.m. as core times and 4:00 p.m. as alternative by Commissioner Smith. Motion was seconded by Commissioner Sudler. Following discussion a roll call vote was taken. 15 in favor 0 against. Motion carries. Hearing times will be 9:00 a.m. or 1:00 p.m. as core times and 4:00 p.m. as alternative.</p> <p>Individual responses:  In favor: Commissioners Burrell, Chui, Edwards, Elkins, Finger Wright, Harris, Hines, James, Maihoff, Murdaugh, Ramirez, Smith, Sudler, Watson and Williams.  Against: None.</p> <p>The question was raised as when this will take place. Commission meeting times will begin at the November Commission meeting. Hearing times will begin with the next scheduled hearing.</p>			
<p>Commissioner Watson communicated that the SHRC Sunshine Fund will be restarted. An envelope will be passed around at each meeting and Commissioners put in the amount they wish this evening. Purpose of</p>			



the fund will be to extend courtesies to SHRC members on the occurrence of significant life events.			
---	--	--	--

### VIII New Business

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
Commissioner Sudler thanked Commissioners Chui and Ramirez for attending the All Lives Matter event in Dover.			
Commissioner James suggested inviting Reverend Max Wolf and former Commissioner Harold Truxton to the December meeting. Commissioner Sudler suggested inviting the Dover Human Relations Commission to the December meeting. Chair Christopher suggested this idea of inviting outside entities to Commission events be discussed as an agenda item at an upcoming Public Awareness Committee.	Public Awareness Committee to recommend any changes to the format of the December meeting		

### IX Good News

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
Commissioner Edwards shared that the First State Community Action Agency will be having their 51 <sup>st</sup> Annual Dinner Celebration at Dover Downs on November 21 <sup>st</sup> . She would appreciate Commissioner support.			
Vincent Petroff shared that his wife, Julie Petroff, was recently asked to be Director, Division of Industrial Affairs, DE Department of Labor.			
Chair Christopher shared that he has agreed to be the Interim Executive Director for Beautiful Gate Outreach Center.			

Commissioner Hines advised he has a list of statewide events that might support the Public Awareness Committee's outreach and awareness efforts. Commissioner James requested the list be forwarded to him.			
---	--	--	--

**XI Meeting Adjourned**

The Commission meeting was adjourned at approximately 9:00 p.m. by Chair Christopher.