

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

**Thursday, March 8, 2018**

The March monthly meeting of the Delaware State Human Relations Commission was held by video-conference the Cannon Building, 861 Silver Lake Boulevard, 1<sup>st</sup> Floor Hearing Room, Dover, Delaware; and the Carvel Building, 820 N. French Street, 4<sup>th</sup> Floor SOS Conference Room, Wilmington, Delaware.

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**Attendance:**

**Commission Members Present:** Chairperson Calvin Christopher. Commissioners Jamaal Bivens, Diaz Bonville, Whittona Burrell, Erika Caesar, Chok-Fun Chui, Earnest Gulab, Nancy Maihoff, Olga Ramirez, Walter Smith, and Rosemarie Williams. DAG Carla Jarosz.

**Commission Members not present:** Commissioners Bernice Edwards (E), Kerri Harris (E), Prameela Kaza (E), Vice Chair Gail Launay-Tarlecki (UE), Robert Watson Jr, (E), and Dolores Finger-Wright (UE)

**Staff from Division of Human Relations Office:** Romona Fullman, Vincent Petroff, and Annette Fletcher

**Members of the public present:** None.

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**I Call to Order**

The meeting was called to order by Chair Calvin Christopher at 5:44 p.m. followed by a period of silent meditation.

**II Approval of Minutes**

The minutes of the February SHRC meeting were submitted. A motion was made to accept the minutes by Commissioner Olga Ramirez. The motion was seconded by Commissioner Earnest Gulab. A vote was taken, motion carries with no opposition.

**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>
Sunset Committee Recommendations – The recommendations and discussions during the sunset review process will be used to guide some of the meeting agenda priorities for 2018 including Commissioner training			
<p>Commissioner Training - Chair Calvin Christopher followed up on the question of Commissioner training asking what type of training Commissioners felt they needed. The training requested included: equal accommodations and fair housing; overview of bylaws and governing statute, administrative hearing process, and mediation. There was a discussion on the best times and days for the training sessions. One option recommended was to have training as the primary agenda item for an upcoming meeting. Another was weekend mornings in Dover.</p> <p>Commissioner Nancy Maihoff recommended the mediation training offered by Center for Community Justice (People's Place) as a reasonably priced and effective training option. She agreed to forward contact information to Director Fullman for follow-up.</p> <p>DAG Jarosz agreed the SHRC statute does suggest the Commission can be involved in mediation; however, it is still a gray area as to how that intersects with the authority delegated to the Division. Further clarification is needed on the role of the Commission in those processes</p>	<p>Schedule Training with DAG (email availability to RSF)</p> <p>Commissioner Maihoff will send contact information for People's Place mediation training</p> <p>Clarification needed on the role of the Commission in conciliation and mediation</p>	<p>DAG Jarosz</p> <p>Commissioner Maihoff</p> <p>DAG Jarosz</p>	<p>Prior to April 12<sup>th</sup> SHRC meeting</p> <p>Prior to April 12<sup>th</sup> SHRC meeting</p>
Meeting with Secretary of State - Chair Christopher referenced a previous meeting with the Secretary of State where the Secretary expressed his hope and expectation on the election of an effective leader to Chair the SHRC, and on the SHRC prioritization of its initiatives and needs. Interested in the impact/outcomes of any proposed funding requests. Also briefly discussed discrimination in state	SHRC to prioritize initiatives and needs.	Chair Christopher	<i>At or before June 14, 2017, SHRC meeting</i>

government and the responsibility of the new Department of Human Resources Chief of Diversity Officer.			
Nominating Committee – Chair Christopher thanked Commissioners Chok-Fun Chui and Rosemarie for agreeing to serve on the Nominating Committee and asked for a volunteer from Sussex County to complete the Committee. The election of the new Chair will be held at the June SHRC meeting (6/14/2018).	Sussex County Commissioner needed for the Nominating Committee	Chair Christopher	Prior to April 12 <sup>th</sup> SHRC meeting
Amendments to Bylaws – Chair Christopher reported that last month Commissioners voted and approved the bylaws amendment for electing the SHRC Chair. He acknowledged other section need to be reviewed and revised. Commissioners were asked to proposed amendments and forward the proposals to Commissioner Harris and DAG Jarosz by March 26 <sup>th</sup> . Chair Christopher thank Commissioner Maihoff for the proposed amendments she submitted.  Proposed amendments received will be forwarded to Commissioners 10 days prior to the April 12 <sup>th</sup> meeting so that a vote can be taken at the meeting.	Send draft of Amendments and send amendments to DAG Carla Jarosz  Review bylaws and propose any amendments recommended  Send proposed amendments to the bylaws for distributed 10 days in advance of the April meeting	DAG Carla Jarosz  Commissioners  Commissioners and DAG Jarosz	Friday, March 9th  March 26th  Next meeting April 12 <sup>th</sup>

## V Director's Report

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leaders</i>	<i>Due Date</i>
Case Statistical Report- Director Fullman encourages Commissioner to review the report to get a snapshot of the Division's caseload and status of the cases. She	Review case statistical report	Supervisor Petroff/Investigators	

<p>requested the cooperation of Commissioners when tasked to serve on hearing panels.</p> <p>She reported the Division is diligently working to reduce its aged (older than 100 days) housing case inventory.</p>	<p>Cooperate when contacted to serve on a hearing panel</p> <p>Reduce aged case inventory</p>		
<p>Division Budget – Director Fullman once again reviewed the Division’s budget an informed Commissioner of the deficiencies and the impact on the business (community engagement and outreach and education). She reminded Commission of the letter sent by the JLOSC to the JFC recommending the Division’s budget be increased with funding for outreach and education not to exceed \$150K. There has been no increase in the budget to-date. Commissioners have contact information for the members of the JFC.</p>			
<p>Name Change: Director Fullman announced no suggestions for a name change thus far. Suggestions are welcomed.</p>	<p>Submit suggestions</p>	<p>All</p>	<p>Before June 30 2018</p>
<p>Voter Registration Training – Director Fullman advised she is willing to arrange voter registrar training if the Commissioners are interested. Elections.</p>	<p>Consider Voter registrar Training</p>	<p>Director Fullman</p>	
<p>Equal Accommodations law – currently the law does not covers only “physical disability”. An amendment is proposed disability remove “physical.” DAG Jarosz will discuss.</p>	<p>Review the current statue and consider proposed amendment</p>	<p>DAG Jarosz</p>	
<p>DHR website is being updated coming together; Ines</p>			

and Natalie attended Word Press training			
Fair Housing Training Course Catalog – Natalie Fountain helped develop a training catalog. The Division lacks the capacity to provide training upon request. A schedule of free training opportunities will be published otherwise there will a fee associated training courses. The general fee for each course is approximately \$500	Publish training catalog	Director Fullman	
Administrative Specialist III position is posted and the Division is looking for candidates.  An offer has been extended to a retired NYC Judge and Commissioner Rosemarie shared her enthusiasm and the diversity he will bring to the Commission.	Share posting	Commissioners	
The Office of Civil Rights and Public Trust – The agency has a new Director. It is recommended that she be invited to an upcoming meeting. It was s recommended that the new Chief of Diversity & Inclusion also be invited to an upcoming meeting.	Invite to a Meeting New director of the Office of Civil Rights & Public Trust and the Chief of Diversity & Inclusion	DAG Jarosz Chair Christopher	
Outreach and activities requested	Share Outreach opportunities	Commissioners	

## VI Committee Reports

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
<u>Public Awareness Committee</u> – No report.			
<u>Legislation Committee</u> – No report			
<u>Community Response Committee (CRC)</u> – Commissioner Maihoff reported CRC met prior to the SHRC meeting (3-8-2018) to			

<p>compare notes from the meeting March 5<sup>th</sup> meeting with Sussex County residents concerned about practices at the Carver School in Frankford, DE.</p> <p>On March 5, 2018, the CRC met with to group of citizens in Georgetown at First State Community Action (FSCAA). The meeting, held at Several attendees spoke directly about their concerns. Commissioner Maihoff will produce a report of the meeting and send to Commissioners next week.</p> <p>Suggestions from Commission to the group.</p> <ul style="list-style-type: none"> <li>• Write letters to legislators about concerns</li> <li>• Regarding allegations of discrimination, Parents of a Carver students can file an Equal Accommodations complaint with the Division</li> <li>• All concerned should keep standing up and put their concerns in writing</li> </ul> <p>Suggestions for the Commission</p> <ul style="list-style-type: none"> <li>• Send letter to Governor Carney articulating the issues discovered.</li> <li>• Share CRC findings with the new coalition</li> </ul> <p>Concerns: Current Sec. of Education is immediate past Superintendent of Indian River School District, lawsuits filed or pending, access to people, data, and documents in the district and school needed to assess the situation may be restricted.</p> <p>Commissioners agreed that a plan (blueprint) is needed to determine the path forward in fulfillment of the mission. Commissioners Maihoff and Caesar agreed to meet to outline a plan</p> <p>A suggestion was made that the SHRC communicate</p>	<p>Edit and send the final report on March 5<sup>th</sup> community meeting.</p> <p>Identify a plan of action to guide complaint/subpoena/investigation</p>	<p>Commissioner Maihoff</p> <p>Commissioners Maihoff and Caesar</p>	<p>Week of March 11, 2018</p>
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to the Indian River School District and Secretary of Education about the role and responsibilities under the Equal Accommodations Act	Create a blanket statement for DOE, District, and Boards	DAG Jarosz	

**VII Old Business**

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
Amendment to EA law – DAG Jarosz reviewed the draft legislation and answered questions. The purpose of the amendment is to ensure disability includes physical and mental. Commissioner Caesar made a motion to approve the amendment to the EA Law, Commissioner Maihoff seconded – vote unanimous	Support legislation amending EA law.	DAG Jarosz	
Sunshine Fund – An envelope was circulated in both Dover and Wilmington for contributions. An accounting for funds was provided to Commissioners.			

**VIII New Business**

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
Georgetown Phone number on the Website is missing	Add DHR Georgetown Office phone number to the website	Division Staff	

**IX Good News**

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

**XI Meeting Adjourned**

The Commission meeting adjourned at approximately 7:43 p.m. by Chairperson Calvin Christopher