

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

THURSDAY, SEPTEMBER 13, 2018

The September monthly meeting of the Delaware State Human Relations Commission was held at the Cannon Building, 861 Silver Lake Boulevard, 2nd Floor Conference Room A, Dover, Delaware.

Attendance:

Commission Members Present: Chairperson Gail Tarlecki, Calvin Christopher, Jamaal Bivens, Diaz Bonville, Whittona Burrell, Bernice Edwards, Erika Caesar, Chok-Fun Chui, Olga Ramirez, Walter Smith, Rosemarie Williams, Nancy Maihoff, DAG Zoe Plerhoples, DAG Dan Mulveny.

Commission Members not present: Commissioners Kerri Harris (E), Robert Watson, Jr. (E), Prameela Kaza (U), Dolores Finger Wright (E), Earnest Gulab (U)

Staff from Division of Human Relations Office: Romona Fullman, Natalie Fountain, Amy Willey, and Vincent Petroff

Members of the public present: none

I. Call to Order

The meeting was called to order by Chair Calvin Christopher at 6:18 p.m. followed by a period of silent meditation.

II. Approval of Minutes

The minutes of the June SHRC meeting were submitted. A motion to accept the minutes made by Commissioner Whittona Burrell and seconded by Commissioner Rosemarie Williams. 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>
Leadership Transition- Chair Calvin Christopher opened the meeting followed by a moment of silent meditation asking to consider the folks in North and South Carolina who have Hurricane Florence off the coast. The leadership of the meeting (and the Commission) was transferred to Chair Gail Tarlecki. Chair Tarlecki commended Calvin Christopher for his many years of outstanding leadership.			
<u>IAOHRA</u> - Chair Tarlecki reported on the 2018 national conference held in Cincinnati, OH. She indicated she learned a lot, met great human rights colleagues, and was inspired and energized by the experience. Director Fullman also attended the conference.			
<u>Ice Breaker</u> – Chair Tarlecki led an activity intended to strengthen interpersonal relationships and build camaraderie among Commissioners.			
<u>Committee Appointments</u> - Committees are important to the work of the Commission. Committees must meet and comply with FOIA regarding notice of meetings and meeting minutes. Commissioners were charged to concern the committees most aligned with their interests, skills, and talent.	Commissioners to identify Committee aligned with their interest and skills. Report committee interest to Chair Tarlecki.	Chair/Commissioners	10/11/2018
<u>Amendments to Bylaws</u> – Several amendments were recently recommended and approved by the Commission. The Legislative Committee will be charged to review the bylaws to recommend any additional amendments.	Review SHRC Bylaws	Legislative Committee	

<p><u>Commissioner Vacancies and Recruitment</u> – The Commission should continuously look for potential candidates to serve on the Commission.</p> <p>Commissioner Maihoff commented that a member of the Dover Human Relations Commission is interested in serving on the SHRC.</p>	Continuous recruitment of potential SHRC.	Commissioners	
<p><u>Service Recognition</u> – Commissioner Calvin was presented with a tribute from the Governor and Lt. Governor; and a clock from the Division Staff in recognition of his years of service as Chair of the Human Relations Commission</p>			
<p>Training – DAG Plerhoples presented training on the DHR FH Hearing Procedures at the meeting.</p>	Review slide presentation and prepare questions for the DAG	Commissioners DAG Zoe Plerhoples	October 11, 2018

V. Director's Report

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leaders</i>	<i>Due Date</i>
Director's Report – submitted in writing. Highlights were presented	Email on 9/14/2018 by Admin. Specialist III.	All Commissioners	
<u>Funding</u> – Attention was directed to the director's report regarding the agency's budget and the date and time of the Dept. of State, OMB Budget Hearing, Nov. 8, 2018, 8:30 am to 9:30 am, Senate Chambers Legislative Hall.	Seek funding needed to support Division initiatives	All Commissioners	11/8/2018
<u>DHR Staff</u> – The Admin. Specialist III position has been filled . Amy Willey started July 9, 2018.		Director Fullman	
Training Coordinator Position – Remains in jeopardy due to lack of funds.	Seek funding for the position	Commissioners/Staff	

<u>Name Change</u> - The Commission/Division on Human Rights and Equal Protection, proposed by Investigator Joe Dawson, is on the table. Other suggestions are welcomed.	Agree on Commission/Division name change	Commissioners/Staff	
<u>Agency website</u> – Commissioners are encouraged to visit the website and give feedback.	Give feedback on Division website	Commissioners/Staff	
<u>Community Engagement</u> – Several scheduled events were highlighted. Commissioner engagement in related events and activities is important toward building community relationships, and increasing visibility. In the written report reviewed, Commissioners were encouraged to report community events for posting on the SHRC calendar or facebook page.	Commissioners Represent and Attend events	Commissioners/Staff	Ongoing
Other Nothing reported			
Commissioner Training – DAG Plerhoples discussed plans for training on EA Hearing Procedures at the next Commission Meeting.		DAG Zoe Plerhoples	

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> – Chair to be appointed and Committee members to be assigned.	Appoint Committee Chair. Assign committee members.	Chair Tarlecki	
<u>Legislation Committee</u> – Commissioner Erika Caesar is the new chair. Committee members to be assigned	Assign committee members.	Chair Tarlecki	

<u>Community Response Committee</u> – Commissioner Nancy Maihoff will continue as Chair. Committee members to be assigned.	Assign committee members.	Chair Tarlecki	
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VII. Old Business

<i>Topic / Discussion</i>	<i>Actions to be Taken</i>	<i>Leader</i>	<i>Due Date</i>
Mediation Training – Commissioner Maihoff reported that People’s Place II, Center for Community Justice is willing to provide mediation training to the Commission free of charge. The time commitment for the training two-days 4 hours per day.	Get times and dates	Nancy Maihoff	10/11/2018

VIII. New Business

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

IX. Good News

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

X. Meeting Adjourned

The Commission meeting was adjourned at approximately 9:02 pm by Chair Gail Tarlecki