DOVER HUMAN RELATIONS COMMISSION

The Dover Human Relations Commission (DHRC) meeting was held on February 2, 2016 at 5:17 p.m. with Vice Chairman McGiffin presiding. Members present were Ms. Bogle (arrived at 5:32), Ms. Griffith, Mr. Henderson, and Mrs. Sadusky. Ms. Mullen and Mr. Roach were absent. Councilman Sudler was also present (arrived at 5:18 p.m.).

AGENDA ADDITIONS/DELETIONS

Mr. McGiffin requested that Item #1, Introduction of New Member, be deleted from the agenda since the new member was unable to attend.

Ms. Griffith moved for approval of the agenda, as amended, seconded by Mrs. Sadusky and unanimously carried.

Election of Commission Chair

Mr. McGiffin reminded members that former Chairwoman S. Renee Smith had resigned from the Commission, and he opened the floor for nominations to serve as Chair.

Ms. Griffith moved to nominate Mr. Henderson to serve as the Commission Chair, seconded by Mrs. Sadusky.

Responding to Mrs. Sadusky, Mr. Henderson indicated that he was interested in serving as the Commission Chair.

Ms. Griffith moved to close nominations, seconded by Mrs. Sadusky, and unanimously carried.

Ms. Griffith moved to elect Mr. Henderson to serve as the Commission Chair, seconded by Mrs. Sadusky, and unanimously carried.

Mr. McGiffin congratulated Mr. Henderson on his election as Commission Chair and relinquished the Chair to Mr. Henderson.

DHRC Committee Updates

Government Policy, Programs, and Practices Committee *(McGiffin)*

Mr. McGiffin reminded members that the Government Policy, Programs, and Practices (GPPP) Committee was previously chaired by former Councilman Eugene Ruane, who started a number of projects before he resigned from the Commission and relocated to California, including a research project to determine where the City stands on questions of diversity and cultural competency from its own perspective. Mr. McGiffin stated that this project was still in progress. He informed members that during December 2015 and January 2016, he and Mr. Henderson interviewed approximately eight (8) City staff members using an interview document that the DHRC had approved. Mr. McGiffin stated that the hope was to use the information learned from the interviews, as well as information that would be learned from an online and paper survey that would be made available to all employees of the City, develop a report and make recommendations on where the

City is assessed to be on issues of diversity and cultural competency. Mr. McGiffin advised members that he and Mr. Henderson spent approximately one-and-one-half days with City staff, whom they found to be very cooperative, accommodating, and willing to talk with them and obtained a huge amount of information. He indicated that the next step for the GPPP Committee would be to meet with Mr. Andy Siegel, Information Technology (IT) Director, to work on the online survey document. Mr. McGiffin stated that Mr. Siegel hoped to get to this project during the first week in March and Mr. McGiffin projected that it would be brought to the Commission for approval during their April meeting. The survey would then be made available online and in a printed format. He stated that he and Mr. Henderson, along with anyone else who would be interested in helping, would review the data and develop the report.

Mr. Henderson stated that he felt that the interviews were very helpful and informative and opened the door to provide information regarding how many people are aware of diversity and how many are not.

Community Engagement Committee *(Roach)*
No report was provided.

Education Committee *(Henderson)*
Mr. Henderson advised members that he received information regarding a independently organized Technology, Entertainment, and Design (TEDx) talk that had been discussed by the DHRC previously and it appeared that it would cost several thousand dollars that the DHRC did not have to put on a TEDx event. He expressed doubt that the City would be willing to fund this and felt that the project may not go forward. Mr. Henderson stated that he would provide the information that he was emailed to members for their review so that this could be discussed at the next meeting and members could decide whether to forward this matter to City Council.

Mr. Henderson stated his desire to continue to work with the Dover Public Library on their film series initiative regarding diversity. He advised members that the last film shown was "Cracking the Code" which was an excellent presentation, and upcoming films would include topics such as lesbian, bi-sexual, gay, and transgender (LGBT); women's; and Hispanic rights. Mr. Henderson advised members that this film series was organized by the State of Delaware Human Relations Commission (SHRC) and he wanted to tie into it, so he planned to stay in touch with library staff to find out when the next showing would be.

Communications Committee *(Griffith)*
Ms. Griffith advised members that the Communications Committee had nothing to report, stating her recollection that the last thing that had been discussed in regard to the Communications Committee was the film series mentioned by Mr. Henderson.

Mrs. Sadusky questioned if the Communications Committee had worked with the SHRC to advertise the film series. Responding, Ms. Griffith stated that the SHRC had done all of the advertising and had only wanted the City to post the event on the City's website and Facebook account, which was completed by City staff.

In response to Mrs. Sadusky regarding attendance at the event, Mr. Henderson stated that just a handful of people were there, most of whom were from the Wilmington area.

New Business

2015 DHRC Annual Report to City Council

Mr. McGiffin noted that the DHRC had an obligation to present an annual report to City Council.

Ms. Denise Devine, Assistant City Clerk, advised members that the letter of resignation submitted by former Chairwoman S. Renee Smith included highlights and accomplishments of the DHRC from June through November 2015 and a list of the Commission's current initiatives. She noted that the DHRC's annual report is typically considered by City Council during their first meeting in February, which was scheduled for February 8, 2016, and she suggested that the information from Ms. Smith's letter be used for the Annual Report. Ms. Devine explained that this item could be included on Council's consent agenda or, if so desired, Mr. Henderson could give a formal presentation of the Report at the Council meeting. Ms. Devine read the portion of the letter that included the highlights, accomplishments, and current initiatives of the DHRC. She suggested that the Clerk's Office could substitute "Commissioner Smith" for "I" in this letter and include the updated information provided earlier in the evening by Mr. McGiffin regarding the diversity survey.

Mr. Henderson felt that the information provided in Ms. Smith's letter was very thorough and that she brought an extraordinary amount of energy, innovation, and drive to the Commission, noting that she was an extraordinarily good chairperson who would be missed. He requested a copy of Ms. Smith's resignation letter.

Ms. Griffith noted that members had discussed taking a group picture and sending out cards, based on what they read in the paper regarding accomplishments in the community, and questioned if this was currently occurring. Responding, Ms. Devine indicated that this had not happened yet. It was her belief that, during the Regular City Council Meeting of January 11, 2016, Council considered all of the outstanding DHRC meeting minutes from 2015 and this recommendation had been approved by Council as part of that consent agenda. Ms. Griffith noted the need to start working on this.

Mr. McGiffin moved for approval of the 2015 DHRC Annual Report *(Attachment #1)*, as discussed, seconded by Mrs. Sadusky and unanimously carried.

Mr. Henderson requested that the annual report be placed on the consent agenda for City Council.

African American Festival

Mr. Henderson noted that Councilman Sudler was in attendance and asked if he could share any information regarding the African American Festival. Responding, Councilman Sudler advised members that former Councilman Reuben Salters would be the point of contact regarding the African American Festival.

Ms. Bogle indicated that the Festival is typically held on the last Saturday in June.

Mr. McGiffin suggested that members consider whether they wished to be a presence at the African-American Festival, noting that the City itself has a big presence. He stated that the DHRC could be present as a separate entity or in conjunction with the City and members could be present onsite during the festival. Mr. McGiffin explained that it would be a long commitment since the Festival begins in the morning and music is performed at night. He stated that the African American Festival traditionally takes place at Legislative Mall and questioned if members would like to set up and staff a table, provide literature or buttons, and answer questions about what the DHRC is all about. He informed members that it is a very high-profile event attended by thousands of people from Dover and outside the area. Mr. McGiffin felt that the DHRC's involvement would raise their profile in the community.

Mr. Henderson stated his belief that this would be something that the Communications Committee could embrace.

Ms. Griffith felt that the Commission should have a table and tell people who the DHRC is and what they do, and she offered to work on this.

Mr. McGiffin suggested that Ms. Griffith contact whomever coordinates the City's presence at the African American Festival. Responding to Mr. McGiffin, Ms. Devine indicated that she did not know who coordinates the City's presence at the Festival but stated that she could find out who this was and forward the information to Ms. Griffith.

In response to Mr. McGiffin, Ms. Devine indicated her belief that Ms. Kay Sass, Public Affairs and Emergency Management Coordinator, had been involved in the past and that the Parks and Recreation Department staff may be involved.

Ms. Bogle suggested that members attend in shifts since it would be a long day. She stated that those members who had not yet received DHRC t-shirts could coordinate with her to obtain them.

Mrs. Sadusky, noting that members would be there to answer questions, inquired about what else members could do, such as passing things out for children, etc.

Responding to Ms. Griffith as to whether the City had items such as Frisbees, etc., Ms. Devine stated that Ms. Sass distributes City-related items at events around the City and could advise them.

Ms. Bogle stated that members may need to decide what to provide based on what they want their focus and message to be, noting that they may want to highlight the DHRC or inform people about its subcommittees. She suggested perhaps providing something for children and having candy.

Ms. Griffith requested that this item be added to a subsequent agenda. Mr. Henderson stated his belief that this would fall under the Communications Committee.

Mr. McGiffin moved to recommend that the Communications Committee work up a plan to recommend the DHRC's presence at the African American Festival this year, seconded by Ms. Bogle and unanimously carried.

Councilman Sudler advised members that he serves on the State of Delaware Human Relations Commission (SHRC) and could convey to the SHRC that the DHRC might possibly want to partner with them. He indicated that the SHRC may have items that they could share with the DHRC, noting that the SHRC was very eager to work with the DHRC. Mr. Sudler suggested that Mr. Henderson reach out to Mr. Calvin Christopher, Chair of the SHRC, and introduce himself as the new Chair of the DHRC. He indicated that the SHRC meets on the second Thursday of each month at 7:00 p.m. at 861 Silver Lake Boulevard, Suite #205.

Ms. Griffith advised members that she serves on the State Commission for Women and could discuss partnership ideas with Ms. Romona Fullman, Director of the Division of Human Relations.

Mr. McGiffin stated his belief that there was a value to Mr. Henderson reaching out, as chair of the DHRC, to introduce himself to chairs of other organizations.

Scheduling of 2016 Meeting Dates

Ms. Denise Devine, Assistant City Clerk, reminded members that they had previously met on the Tuesday following the fourth Monday of each month. She informed members that City Council had changed their committee structure to a Council Committee of the Whole format, with meetings being held on the Tuesdays following the second and fourth Mondays; therefore, City Clerk's Office staff would not be available on these days. In addition, she noted that the Bicycle and Pedestrian Subcommittee typically holds meetings in the City Hall Conference Room on the first Tuesday of each month.

After a brief discussion, members concurred that Wednesdays at 6:00 p.m. would be an agreeable time to schedule meetings. Ms. Devine recommended that she determine which Wednesday of the month Council Chambers and City staff would be available and email a calendar invitation before the meeting.

Mr. McGiffin moved for approval of staff's recommendation, seconded by Ms. Griffith and unanimously carried.

In response to Mr. Henderson, Ms. Devine informed members that there were vacancies in the First and Fourth Districts. She advised members that if they knew anyone who was interested, applications were available on the City's website our could be obtained by calling the City Clerk's Office.

Ms. Griffith stated that she knew someone who was interested. Ms. Devine explained that applications would be submitted to the Council President, who would make a recommendation to City Council. She stated that a bio or resume could be submitted with the application.

Mr. Henderson advised members that he was soliciting members' prayers as Chair, noting his belief that positions of responsibility are positions of service. He expressed his appreciation for members' confidence, stating that he would do his best.

Mr. McGiffin moved for adjournment, seconded by Ms. Griffith and unanimously carried.

Meeting adjourned at 5:55 p.m.

Theodore A. Henderson
Chair

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Attachments
Attachment #1 - 2015 Dover Human Relations Commission Annual Report

2015 Dover Human Relations Commission Annual Report

Highlights and Accomplishments:

June

- Met with Mayor and Chief of Police (together) and City Council President to understand their vision for the City and their perception of the role of the Commission.

- Commissioners promoted, attended and participated in the *All Lives Matter* rally held on June 6.

July

- Met with leaders of the State Human Relations Commission. Joined forces with the State Commission to make available more resources directly to Dover citizens. First partnership event held December 8 - screening and discussion of the movie *Cracking the Codes*.

- Committed to supporting and understanding Dover Police, Commissioner Sadusky reached out to the Dover Police to inquire about the Ride-Along Program and Citizen 's Police Academy. In October, Commissioner Sadusky scheduled a time to ride along with an officer. The November 10 response to Commissioner Smith's October 26 email inquiry about the Academy stated that it would not start until late February or early March. Commissioners are interested.

August

- Commissioner McGiffin and Ms. Smith met with Chief Bernat and Major Mailey to discuss how the Commission could provide greater support to Dover Police Department's goals to improve community relations and to discuss the Commission's employee relations survey.

September

- City Council President Tim Slavin attended the DHRC meeting and shared his hope for the City's and the Commission's possible contribution.

- Commissioners' bios, photos, and contact information were added to City's website.

October

- Commissioner Smith attended 4-day mediation training on behalf of the Commission.

- Commissioner Smith attended the NAACP and Dover Police Outreach Event for the City.

- Commissioner Henderson and Commissioner Smith met with the Capital School District Superintendent. In building the relationship, on November 20 Commissioner Bogle engaged

Dover High School to monogram polo shirts for Commissioners. In October, the Commission voted to submit for Council's approval a DHRC logo-designing contest. The Commission wants to partner with Dover High to engage students. Local businesses will be asked to provide prizes.

November

- Partnered (Commissioner Smith's business provided the funding; Commissioners served at the event) with the NAACP, Inter-denominational Ministerial Alliance, City Police, and Fraternal Order of Police for the *The Community, Family and Fellowship Dinner*.

Current Initiatives:

- Employee Relations Survey - Commissioner McGiffin is the Chair of the Government Policy, Programs and Practices Committee. We have approved the interviewing questions for City leaders and the online survey for employees is being tweaked. Interviews have been completed.

- Community Relations - Commissioner Griffith is the chair of the Communications Committee. The Commission voted and passed the PR promotion to create and send congratulatory cards from the Commission to citizens who appear in the newspaper.

- Education Engagement - Commissioner Henderson is the Chair of the Education Committee and is in communication with organizers for the Commission's possible involvement in a TEDx talk in early 2016.

- Community Engagement - Commissioner Roach is the Chair of the Community Engagement Committee. City Council should receive (if they haven't already) a solicitation for a mentorship program, Reach One, Teach One Challenge.