DOVER HUMAN RELATIONS COMMISSION

The Dover Human Relations Commission (DHRC) meeting was held on July 22, 2014 at 5:36 p.m. with Mr. Ruane presiding in the absence of Chairman Wilson. Members present were Mr. Henderson, Mr. Roach (arrived at 6:02 p.m. and departed at 6:28 p.m.), Mrs. Sadusky, Ms. Smith, and Ms. Stewart. Ms. Hicks and Mr. McGiffin were absent.

AGENDA ADDITIONS/DELETIONS

Mr. Henderson moved for approval of the agenda as presented, seconded by Mr. Roach and unanimously carried.

Presentation - Dover Public Library Created Equal Project

Members were provided a brochure regarding the film series, "Created Equal: America's Civil Rights Struggle," being offered by the Dover Public Library and co-sponsored by the DHRC and Delaware State University ***(Attachment #1)***. Mr. Ruane advised members that the first session of the Created Equal Project had been held at The Schwartz Center and was very successful, with approximately 350 people attending.

Ms. Michelle Hughes, Head of Adult Services, Dover Public Library, advised members that the Created Equal Project was the result of a grant through the National Endowment of the Humanities in partnership with the Gilder Lehrman Institute of American History. She noted that the Dover Public Library was very fortunate to be one of a few institutions nationwide that were awarded this grant. A steering committee was formed in an effort to reach as broadly into the Dover community as possible and the first event was held on July 2, 2014 in conjunction with the celebration of the 50th anniversary of the signing of the Civil Rights Act of 1964. Ms. Hughes noted that the film series would be expanded to run at the library through September and that she was reaching out to Dover High School to coordinate tours for students to come and view clips of the four (4) documentaries offered. She explained that this was one (1) example of some of the cultural programs that the library provides for the community. In addition, between the beginning of January and February 20, 2015, a traveling display from the Smithsonian Institute called "Changing America," also focusing on the time frame of 1863-1963 and documenting civil rights movements, would be at the library and staff was in discussion with the Delaware Office of Historical and Cultural Affairs to plan programming around this exhibit.

Ms. Margery Cyr, Director, Dover Public Library, stated that the Changing America program would be provided through a separate grant and, between the two (2) grants (Created Equal and Changing America), the library was able to schedule events spanning nearly a year to celebrate the achievements of the United States over the last 100 years in terms of diversity.

Ms. Cyr stated that the Dover Public Library's vision is "that Delaware libraries are leaders in connecting and inspiring a lifetime of discovery." Its mission is "to connect people to a variety of resources and services that inform, educate, and entertain," and staff had been able to focus on developing that mission in their new building. She explained that providing books is only one (1) of the library's services; the library is also a community center, and staff time and resources go to developing cultural and enrichment programs that benefit all members of the community. The July issues of the Dover Public Library newsletter, "In the Stacks" and teen newsletter, "The Loft News" were distributed to members ***(Attachment #2)*** and Ms. Cyr requested that the Clerk's Office forward these monthly newsletters to members via email in the future. She highlighted information regarding teen events in the newsletter, noting that the library has a very active teen program. Ms. Cyr stated

that staff works very hard to ensure that the community is represented with program planning and development and that all of the needs of Dover's diverse community are being met. She explained that staff relies on the public to provide feedback and let them know if themes, genres, or audiences are being missed.

Responding to Ms. Smith regarding how the library handles publicity regarding its offerings, Ms. Cyr informed members that press releases are issued to local newspapers and the library has a Facebook page, an "email blast list" for a weekly newsletter, flyers available in the library, and sometimes advertisements on the radio.

Mr. Ruane noted that the steering committee for the Created Equal program performed outreach into the church community. Ms. Hughes stated that the speakers for the event were interviewed for "The Green," a segment on the National Public Radio (NPR) station in the area, and Mr. Harold Stafford, Chief Executive Office, The Stafford Firm, helped by distributing flyers at the African American Festival which was held the weekend prior to the July 2nd event. Other community members also performed outreach, which helped tremendously.

Mr. Ruane stated that members had previously discussed partnering with other organizations and institutions as part of its strategic plan, and noted that the library was a resource that the DHRC would want to participate with. Responding, Ms. Hughes stated that the Changing America project was the next such partnership opportunity and there was a need to develop adult programming around it. She noted that the Delaware Office of Historical and Cultural Affairs had offered to help and staff was in the early stages of planning with this office; therefore, she felt that this would be a good time for a related discussion with the DHRC.

Ms. Smith commended staff for the work they were doing and requested that the "Created Equal" flyer be forwarded to members for viewing, printing, and distribution. Ms. Cyr agreed to provide this to the City Clerk's Office.

Mr. Henderson stated that he was a member of the Interdenominational Ministerial Association, consisting of 19-20 pastors from some of the larger area churches and indicated his willingness to serve as a conduit for information of this type. He expressed his interest in issues regarding immigration, particularly in regard to Dover's Hispanic community.

Noting that the DHRC was formulating specific objectives, Mr. Ruane suggested that one (1) of them may be to partner with the library, perhaps by having one (1) or two (2) members of the DHRC volunteer to be part of future event steering committees.

Mr. Ruane noted that the Created Equal program would continue on the following day, July 30, 2014, at 2:00 p.m, with the presentation of a documentary entitled, "The Abolitionists," followed by a discussion.

Ms. Hughes explained that the format for the series included a general overview of the time period by a professor or humanities expert, viewing of a film, and fielding questions from the film. The audience is then directed to consider inequalities in regard to freedoms that exist today. She noted that films would be offered every other Wednesday.

Mr. Ruane requested that the DHRC be contacted for participation whenever these types of programs are offered, and perhaps the DHRC could offer assistance and eventually become a genuine co-sponsor. He expressed appreciation for inclusion of the DHRC on the current event.

Ms. Cyr briefed members about an issue that arose recently in the Cape Henlopen School District regarding the removal of a book from the District's summer reading list for freshman students, and Mr. Ruane asked members to consider whether the DHRC might become involved if a similar issue arose in the Capital School District.

Development of DHRC 2014-2017 Strategic Plan/Discussion - DHRC Organizational Structure

During the Special DHRC Workshop held on July 8, 2014, members were asked to develop three (3) proposed Specific, Measurable, Achievable, Realistic, and Time-based (SMART) objectives for the Commission, provide input regarding their views of the role of the Commissioner, and review the mission and vision statements that were proposed during that meeting.

Members were provided the responses to the July 8, 2014 assignment ***(Attachment #3)***. Mr. Ruane reviewed the following suggested objectives from his own submission:

- In cooperation with the City of Dover's Management and its Human Resources Department, evaluate and make recommendations that will improve the City of Dover's Equal Employment Opportunity and Affirmative Action Program, beginning with attendance at its Diversity, Respect and Harassment Training sessions in August and October, 2014. (See Sec. 58-36 (1) Dover Code of Ordinances and Article IV Section 4. B. of the Dover Employee Handbook - Revised 2004).

- To co-sponsor and actively participate in the Dover Public Library's Created Equal Project by attending the film series and moderated discussion. July - September, 2014.

Mr. Ruane reminded members that diversity training sessions would be offered by the City's Human Resources (HR) Department and that, during the Special DHRC Workshop held on July 8, 2014, members were encouraged to attend one (1) of these sessions. This would allow members to learn what kind of diversity training is being provided to City employees, whether the workforce is reflective of the community, and whether those within the workforce are being treated fairly. Mr. Ruane noted that that Section 58 - 36 of the Dover Code indicates that the DHRC should be looking at City programs and making recommendations regarding inclusiveness, civility, and communication and understanding and that a section of the City of Dover Handbook specifically mentions participation by the DHRC. He emphasized that it would be helpful for members to advise the City Clerk which sessions they might like to attend so that they could inform the HR Department and ensure that members cover different sessions.

Responding to Mr. Henderson, Mr. Ruane explained that the library effort was a one (1) time project based on the anniversary of the 1964 Civil Rights Act, although, as Ms. Cyr stated, a similar program would be offered in the future. He felt that the library could be a prime group for the DHRC to partner with, possibly through the participation of one (1) or two (2) members on the steering

committees for these types of events. In this way, the DHRC could help the library make programs more relevant and inclusive, etc., while allowing for good use of resources, noting that one (1) of the DHRC's weaknesses was a lack of staff.

During the Special DHRC Workshop held on July 8, 2014, it was suggested that the DHRC vision statement be: "to gain the respect and trust of the community and constituents so that they would believe the Commission will accomplish what they ask the Commission to do." Ms. Smith expressed her opinion that this sounded like an objective, rather than a mission, since gaining the respect and trust of the community could be accomplished within the short term. She felt that a vision should be applicable in the future and should state "what the City should feel like, look like, and be like," and the objectives should flow from this vision. She suggested that a possible vision would be: "Our vision is a city whose government, organizations, groups, and individuals value diversity, respect, and trust." Mrs. Sadusky and Mr. Henderson concurred with this vision statement.

Responding to Mr. Roach's statement that in instances where the values of diversity, trust, and respect are not adhered to, these issues would come to the DHRC to be handled appropriately, Mr. Ruane noted that the vision statement could also state that the Commission has a role in making this happen. He suggested that Ms. Smith's draft mission and vision statements be used as a basis for members to review and provide their comments during the next meeting.
Ms. Smith questioned if the vision was warm, inviting, or engaging enough.

Mr. Ruane indicated that the DHRC would look at City programs and policies to make sure they are inclusive and advise Council in this regard. The DHRC would also be concerned with changing attitudes in the community. He recommended incorporating the change agent/advocacy role of the Commission in its mission statement.

In reviewing the objectives that she had submitted for the Commission, Ms. Stewart stated that her objectives followed the City of Portland's model, as discussed during the July 8th Special Workshop. She summarized these objectives, as follows: 1) Discovery - partnering with various statewide groups to cultivate relationships; 2) Visibility - enhancing the DHRC's visibility, noting that the website could be updated and could include links to events and other organizations to provide more information; and 3) Education - participating in educational events, such as going to training offered through the City, going out to partnership events, and being active in the community.

Mr. Ruane noted that the objectives submitted by Ms. Stewart and Ms. Sadusky had commonality in terms of addressing a communications plan; therefore, a general objective might be to create and implement a comprehensive communications plan, noting that Mrs. Sadusky had listed specific action steps to enhance the visibility of the DHRC.

Mr. Ruane stated that, in terms of the DHRC organizational structure, the Code seemed to suggest that the DHRC work as a whole; however, it also acknowledged that agreements and partnerships could be established. He felt it possible that the organizational structure would allow for functional committees to be formed to accomplish specific tasks. He suggested that if there were volunteers for a communications committee, these members could take all the ideas relating to communications and develop an objective involving communications. He noted that both Ms. Stewart and

Mrs. Sadusky had included the website as a means to communicate. Concurring, Ms. Stewart stated that the current DHRC webpage should be updated and Ms. Smith stated that the website needed copy and pictures. Mr. Ruane stated that a handout regarding the DHRC could also be developed and that the objectives submitted by Chairman Wilson also included the need to provide news releases and flyers.

Ms. Smith suggested that members could brainstorm as a group about issues taking place in the City and put together articles for submission to the newspapers; for example, this could be done by members attending the library's Created Equal Program events. This would be a way to show the DHRC's support and demonstrate active involvement.

Mr. Henderson stated that he owned one (1) of the films in the series, "Slavery by Another Name," and offered to write something about this. Responding, Ms. Smith suggested that any articles written be distributed to members before submission to the newspaper so that members are all "on the same page."

Mr. Ruane stated that a distinction would be made between comments made as individuals versus those made as members of the DHRC. However, he felt that members should feel free to comment as citizens on issues that touch their hearts or minds, without necessarily identifying themselves as Commissioners. This would show that commissioners are actively involved in the serious issues of the community.

Mr. Ruane stated that one (1) of the objectives submitted by Mrs. Sadusky was that "The DHRC will design a plan as to how it will address concerns brought to us from community members or organizations by November 15, 2014." Mrs. Sadusky indicated that since members had already received an email from a community member stating a concern, it was important to have a plan as to how to go about addressing problems.

Mrs. McDowell explained that she had spoken with Chairman Wilson during the previous week and that he requested that the City Solicitor attend a DHRC meeting, which was being scheduled for September 23, 2014, to discuss how these requests would be handled. She provided members with the City of Dover Human Relations Commission Intake Form that was previously used by the DHRC, for their review ***(Attachment #4)***. Mrs. McDowell reminded members that there is a fine line between issues that the DHRC can address and those they cannot. Mr. Ruane explained that he and Mr. Wilson had also submitted objectives for the DHRC relating to this topic and that his own proposed objective was "to develop and adopt by October 2014 a Memorandum of Understanding (MOU) with the State Human Relations Commission that will delineate the roles and procedures of the two commissions in the solution of alleged discrimination complaints which fall within the jurisdiction of the State Human Relations Commission and identify specific ways the two commissions will work together." He reminded members that the ordinance that the DHRC is mandated to follow is very specific that the City did not intend to duplicate the effort of the State Human Relations Commission (SHRC); therefore, if a complaint falls within the SHRC's jurisdiction, the DHRC's role is to move it forward to the SHRC since they have the staff, expertise, and law behind them. Mr. Ruane advised members that the City of Dover does not have an anti-discrimination ordinance; however, the State does have such an ordinance which is backed by

subpoena rights, and also has the resources to handle it, including a complaint-taking and public hearing process, legal forms, subpoena rights (which the City does not have), etc. He suggested that, rather than developing a DHRC complaint form, that individuals complaining about discrimination be provided the State form, and possibly assistance filling out the form. He recommended that a written understanding with the State be developed stating that they will address issues and keep the DHRC informed on the status of complaints. He noted that the focus of the City's ordinance is on interaction between groups or practices on the part of the City that are not inclusive or fair.

Mr. Henderson indicated that a former Commissioner had expressed frustration to him that she was not clear that she was doing any good. He questioned where members had "teeth," indicating that he wanted to make a difference.

Ms. Smith expressed her understanding regarding Mr. Henderson's comments; however, stated that she did not have the background to process racial, sexual, and religious issues and had not been trained to be a mediator.

Mr. Henderson noted that the only thing that Rosa Parks did was "not get up," which did not take a commission or expertise. He stated that children in junior high and high school were being persecuted due to race or sexual orientation and he wanted to make sure that these problems are addressed.

Mrs. Sadusky stated that Commissioners could act as liaisons to make sure that the school was aware of these issues and addressed these issues and follow up. She questioned why the DHRC would do this if the SHRC was already doing it, noting that there were many things that the DHRC could do to help to grow trust.

Mr. Henderson stated that it would be helpful if the State commissioners came to brief the DHRC and for the SHRC to be aware of the DHRC and its goals.

Concurring, Ms. Stewart suggested that State Commissioner(s) attend the next DHRC meeting. She explained that the SHRC has a website with a complaint form very similar to the one (1) previously used by the City of Dover, as well as a list of the issues that they handle.

Mrs. McDowell explained that Chairman Wilson wanted members to review the previously used intake form, suggest revisions, and consider the suggestion of providing the State's form to those filing complaints. She explained that the Code states that the DHRC cannot handle matters that are under another jurisdiction.

Mr. Ruane stated that there would still be much for the DHRC to do, noting that the Commission has the opportunity to change a whole system, not just respond to an individual's complaint. He felt that the challenge was to make a difference with the City of Dover, its officials, Council, policies, programs, services, and individuals.

Mrs. Sadusky expressed her opinion that the DHRC could also be proactive by having forums or providing education on matters that they feel are not being addressed.

Mr. Ruane noted that many of the objectives brought forward emphasized educating the community. In addition, he noted that the Dover Code provides for the DHRC to be part of the solutions for any community-wide conflicts that may arise. He suggested that, within the next three (3) years, members should become informed enough to do this, and that perhaps some members would be willing to take training on mediation and reconciliation, so that members could become a resource in partnering with others in such instances.

Referring to the objectives provided by Mr. McGiffin that referred to the status of human relations in the City of Dover, Mr. Ruane noted that the DHRC was not aware of human relations issues in the City at this point.

Ms. Smith concurred and suggested that a measuring tool be created to gauge the status of human relations. She felt that it would be difficult to address issues if it were not known what people are thinking or feeling; it is important to know what, who, and why members are serving.

Mr. Ruane noted that the City conducted a citizen survey in 2008 and a section on diversity was included. He suggested that the college community could be encouraged to do a survey to obtain statistics on the City of Dover regarding racial demographics and the availability of specialized programs.

Mrs. Sadusky reviewed the seventh objective for the Commission that she submitted, "The DHRC, in cooperation with Citizens for Criminal Justice Reform, will compile a list of employers in Kent county who are committed to interviewing ex-felons who have re-entered our community and are now seeking gainful employment by January 30, 2014." She explained that this objective arose from her volunteer service at a prison and expressed her interest in helping sex offenders who are being released from prison, as well as assisting to improve their lives while in prison. Mrs. Sadusky stated that Mr. Ken Anderson, an attorney who was formerly incarcerated, had been working on this issue and she contacted him to see if he was aware of anything that the DHRC could do to help, noting that those released from prison have a very "tough road" ahead of them. Mr. Anderson mentioned that the Dover Interfaith Mission for Housing received a grant for $100,000 to work with former prisoners and was attempting to develop a list of employers who would be willing to at least interview for employment ex-offenders who had been screened by the Interfaith Mission. Mr. Anderson was interested in obtaining a letter from the Mayor/City of Dover endorsing this program, that would be provided when approaching prospective employers to be added to the list. Mrs. Sadusky stated that such a letter had been drafted.

Mrs. McDowell stated that this project would have to be approved by Council.

Ms. Smith suggested, if this matter were brought before Council, that all members of the DHRC appear in order to support it.

Mr. Ruane stated that if the City of Dover were not on the list, the DHRC would have an opportunity to review the matter and suggest that this policy be changed. He suggested that members keep in mind that the first focus is on the City of Dover which is a big job and a big opportunity.

Mrs. McDowell stated that, if there were a timeliness issue, Mrs. Sadusky could bring this matter forward as a private citizen to City Council, since a presentation had not been made to the DHRC and the Commission had not voted to recommend this program to Council.

Mr. Ruane stated that it might present a problem for the City of Dover to send a letter to someone else urging them to act on something that the City itself was not doing.

Mrs. McDowell stated that the next meeting of the DHRC would be scheduled for September 23, 2014, with the time to be determined. Members stated that 5:30 p.m. was agreeable.

Ms. Stewart indicated that she was acquainted with the Director of the SHRC and offered to contact her to see if she could attend and provide a presentation regarding the SHRC's function. Responding, Ms. McDowell suggested talking to Chairman Wilson to see if he wanted to schedule both the City Solicitor and the SHRC to attend the same meeting.

Commission Members' Announcements

There were no announcements from Commission members.

By unanimous consent, the meeting adjourned at 7:32 p.m.

Eugene B. Ruane
Acting Chairman

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Attachments

Attachment #1 - Brochure - Created Equal: America's Civil Rights Struggle - Film Series and Moderated Discussion - June 20, 2014 - September 17, 2014
Attachment #2 - Dover Public Library Newsletter - "In the Stacks" and Teen Newsletter - "The Loft News" - July 2014
Attachment #3 - Input provided by DHRC Commissioners following July 8, 2014 Special DHRC Workshop
Attachment #4 - The City of Dover Human Relations Commission Intake Form

Special Thanks

The Dover Public Library would like to thank the following individuals for devoting their time and talents toward making the *Created Equal: America's Civil Rights Struggle* community program a success. With their help and guidance, discussions will be moderated throughout the greater Dover community. Public conversations regarding the changing meaning of civil rights and equality for all will be discussed, ideas cultivated, and the next generation hopefully inspired to write their own history.

April Hill-Addison, Education Associate with the State of Delaware Department of Education; **Dr. Bradley Skelcher**, Associate Provost at Delaware State University; **Dr. Bruce Purnell**, Executive Director of Higher Hopes, Inc, a community non-profit organization; **Daniel Pritchett**, retired teacher with the Capital School District and current teacher with Osher Lifelong Learning Institute and the Delaware Humanities Forum; **Dr. Dolores Finger-Wright**, Associate Professor, Dept. of Social Work, College of Education Health and Public Policy at Delaware State University; **Harold Stafford**, former Secretary of Labor for the Delaware Department of Labor and inductee into the Hall of Fame for Professional Excellence at Henderson State University ; **James Brown**, a Vietnam Veteran, former lawyer and NYS Supervising Administrative Judge, former Military Judge, and current member of Phi Alpha Delta International Law Fraternity; **Jan Konesey**, retired Senior VP Bank of America, current member of the Rehoboth Beach Planning Commission, Common Cause of Delaware, and the FilmFan selection group for the Dover Public Library ; **Patricia Van Wieren**, retired administrative assistant; **Rosita Wilson**, member of the Alpha Kappa Alpha Sorority; **Dr. Stephanie Holyfield**, Visiting Assistant Professor of History at Wesley College; **Syl Woolford**, retired accountant and currently a member of FODA (Friends of the Delaware Public Archives) – Board member, Afro-American Historical and Genealogical Society – DE Chapter , The Historical Society of Cecil County, DE Genealogical Society, and Howard High School Alumni Association; **Tom Summers**, Delaware Public Archives Outreach Services Manager.

The Dover Public Library would also like to thank Dick Carter of the Heritage Commission for providing assistance with printing publication pieces, Randy Goss of the Delaware Public Archives for providing assistance in locating significant historical pictures of Delawareans during the Civil Rights era, Dr. Evelyn Edney, Principal of Dover High School, and Sylvia Cowell, Director of the Schwartz Center for the Arts.

THE GILDER LEHRMAN INSTITUTE of AMERICAN HISTORY

City of Dover Human Relations Commission

NATIONAL ENDOWMENT FOR THE Humanities

DelawareStateUniversity
Making our mark on the world

CREATED EQUAL: AMERICA'S CIVIL RIGHTS STRUGGLE



FILM SERIES & MODERATED DISCUSSION

June 20, 2014 - September 17, 2014

"Created Equal" is part of the *Bridging Cultures* initiative of the National Endowment for the Humanities, produced in partnership with the Gilder Lehrman Institute of American History to encourage public conversations about the changing meanings of freedom and equality in America.

BRIDGING CULTURES

DOVER PUBLIC LIBRARY

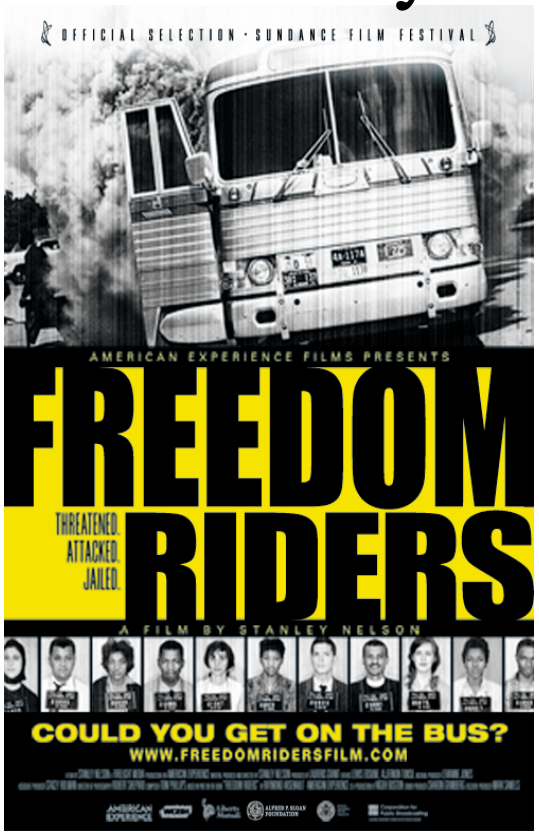
35 Loockerman Plaza
Dover, DE 19901
(302) 736-7030
www.doverpubliclibrary.org

ATTACHMENT #1
DHRC Meeting of 07/22/2014

Grey Matters
Lecture Series

FRIDAY, JUNE 20 @ 7:00PM
DOVER PUBLIC LIBRARY
Created Equal Film
w/Moderated Discussion

Celebrate History with the History-Makers!



July 2nd is the 50th Anniversary of the Civil Rights Act signing. Come meet history-makers and civil rights activists, who will tell their stories and lead a discussion after the film.

Wednesday, July 2 @ 7:00pm
FREE Feature Showing at
The Schwartz Center

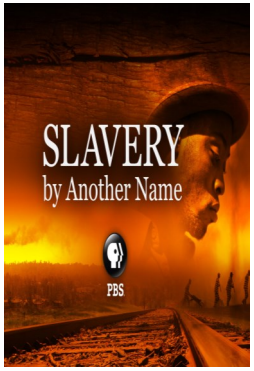
Wednesday, July 9 Part I
Wednesday, July 23 Part II
Wednesday, August 6 Part III
Dover Public Library @ 2pm



Rated: PG
Documentary
Each Part: 1hr

The Abolitionists vividly brings to life the struggles of the men and women who led the battle to end slavery. Through innovative use of reenactments, this three-episode series puts a face on the anti-slavery movement.

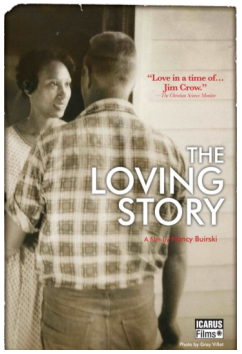
Wednesday, August 20
Dover Public Library @ 2pm



Rated: NR
Documentary
1hr 30mins

It was a shocking reality that often went unacknowledged, then and now: A huge system of forced, unpaid labor, mostly affecting Southern black men, that lasted until World War II. Based on the Pulitzer-Prize-winning book by Douglas Blackmon.

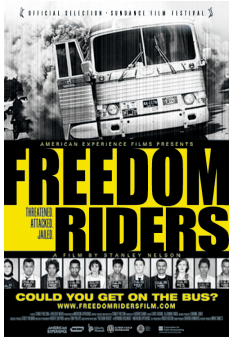
Wednesday, September 3
Dover Public Library @ 2pm



Rated: NR
Documentary
1hr 17mins

The documentary brings to life the Lovings' marriage and the legal battle that followed through little-known filmed interviews and photographs shot for Life magazine. Mildred and Richard Loving were arrested in July 1958, in Virginia, for violating a state law that banned marriage between people of different races.

Wednesday, September 17
Dover Public Library @ 2pm



Rated: NR
Documentary
1hr 57mins

Freedom Riders tells the terrifying, moving, and suspenseful story of a time when white and black volunteers riding a bus into the Deep South risked being jailed, beaten, or killed, as white local and state authorities ignored or encouraged violent attacks. The film includes previously unseen amateur 8-mm footage.

In the Stacks

DOVER PUBLIC LIBRARY

July 2014

CELEBRATE HISTORY WITH THE HISTORY MAKERS

July 2nd is the 50th anniversary of the signing of the Civil Rights Act of 1964. To commemorate this momentous event, the Library will be hosting a FREE screening of *Freedom Riders* at the Schwartz Center for the Arts. James Brown, a former Freedom Rider; and Dr. Dolores Finger-Wright, an activist who was instrumental in orchestrating the Greensboro Four lunch counter sit-in, will talk about their personal experiences and the events they witnessed that changed the course of American history.

The Dover Public Library is one of 473 institutions across the country awarded a set of four films chronicling the history of the civil rights movement. *Created Equal: America's Civil Rights Struggle* is an initiative of the National Endowment for the Humanities that uses the power of documentary films to encourage community discussion of America's civil rights history.

We are pleased to receive this grant from the NEH and excited to screen these films for the Dover community. Each of the films was produced with NEH support and each tells remarkable stories of individuals who challenged the social and legal status quo of deeply rooted institutions, from slavery to segregation. *Created Equal* programs bring communities together to revisit our shared history and help bridge deep racial and cultural divides in American civic life.

The powerful documentaries, *The Abolitionists, Slavery by Another Name, Freedom Riders*, and *The Loving Story*, include dramatic scenes of incidents in the 150-year effort to achieve equal rights for all. *Freedom Riders* received an Emmy in 2012, and *The Loving Story* and *The Abolitionists* were nominated for Emmys in 2013.

The *Created Equal* film series schedule is set as follows:

- July 2 @ 7:00 pm @ Schwartz Center *Freedom Riders*
- July 9 @ 2:00 pm @ DPL *The Abolitionists Pt. 1*
- July 23 @ 2:00 pm @ DPL *The Abolitionists Pt. 2*
- August 6 @ 2:00 pm @ DPL *The Abolitionists Pt. 3*
- August 20 @ 2:00 pm @ DPL *Slavery by Another Name*
- September 3 @ 2:00 pm @ DPL *The Loving Story*
- September 17 @ 2:00 pm @ DPL *Freedom Riders*

The Library thanks the community members who served on the Steering Committee (which has guided this project from its beginnings) and our co-sponsors, the City Of Dover's Human Relations Commission and Delaware State University.

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The Summer Reading Program, 2014 for Children, Teens & Adults





Readers Corner

Literature Reimagined Book Club. Join us for our discussion of *The Big Over Easy: a Nursery Crime* by Jasper Fforde. Unconvinced that a former convict and millionaire philanthropist has been murdered by his suicide-victim ex-wife, detective inspector Jack Spratt and his assistant, Mary Mary, uncover a plot involving money laundering and asylum-seeking titans.

Thursday, July 10, 6:30 PM

Adult Book Group

Teatime for the Firefly by Shona Patel. A young Indian woman joins her new husband on a tea plantation in the jungles of Assam where she struggles to manage a staff of servants and socialize with British wives in a colonial society at the dawn of World War II. **Sunday, July 20, 2:00 PM**

Life-Wide Learning

Free Write—SWORD

A free writing event. Hone your writing skills with others.

Wednesdays, 6:00 PM

Affordable Care Act

Meet with representatives for information and one-on-one counseling. **Wednesdays, 9:00-11:00 AM**

50th Anniversary of the Civil Rights Act of 1964. Celebrate History with the History Makers

Film screening of *The Freedom Riders* followed by a panel discussion with James Brown and Dr. Dolores Finger Wright. Schwartz Center. **Wednesday, July 2, 7:00 PM**

History of the Lenape Indians

Join Chief Dennis Coker for his presentation. Registration is not required. **Tuesday, July 8, 6:00 PM**

Created Equal: *The Abolitionists*, Pt. 1

Documentary film screening followed by discussion with Civil Rights scholars. **Wednesday, July 9, 2:00 PM**

Artist Showcase

Meet local artists; K.M. Hammond, Joyce Lapps, N. Taylor Collins, and T.J. Johnson. Each artist will demonstrate her skills and will be available to answer your questions.

Wednesday, July 9, 11:00 AM-3:00 PM

Gemologist

Michelle Sylvester will give a brief presentation on the basics of jewelry and identification, the 4Cs of diamonds, etc. Registration is requested but not required; call 302-736-7030.

Monday, July 14, 6:00 PM

Purl-Fectly Knit Club

Come share your love of needlework with others! Bring in your current knitting, crochet, or other needle work project, get help with questions, exchange patterns and tips, or just come to craft and socialize. All skill levels are welcome, from complete novice to epic knitter. While this is not a class, beginners will get help with their projects from more experienced members. No registration is required.

Monday, July 21, 6:30 PM

Doctor Who Club

If you are a fan of Doctor Who, join us for the *Doctor Who Club*. Watch the show, participate in discussions, play trivia and enjoy Doctor Who-related crafts. All ages; there is something for everyone! **Tuesday, July 22, 6:00 PM**

Created Equal: *The Abolitionists*, Pt. 2

Documentary film screening followed by discussion with Civil Rights scholars. **Wednesday, July 23, 2:00 PM**

Chess Club **Wednesday, July 23, 6:00 PM**

Money Smart for Older Adults. This class covers important topics for older adults, e.g. investments, caregiver safe guards, abuse, setting up power of attorney. Sponsored by Fort Sill Nat'l Bank. **Thursday, July 31, 5:30 PM**

FilmFans

2sdays

Tuesdays, 2:00 PM

July 1: *Her*. 2:06. Rated R for language, sexual content and brief graphic nudity.

July 8: *The Book Thief*. 2:05. Rated PG-13 for violence and intense depiction of thematic material.

July 15: *Hachi: the Dog's Tale*. 1:33. Rated G.

July 22: *A Late Quartet*. 1:45. Rated R because of sexual situations and strong language.

July 29: *Grand Budapest Hotel. 1:39*. Rated R for violence, language and a little sex.

Foreign Films

Thursday, July 3, 5:30 PM: *Caesar Must Die. Italian*. 76 mins. Not rated.

Saturday Matinees

July 5, 2:00 PM: *12 Years a Slave*. 2 hr., 14 min. Rated R for violence, cruelty, nudity and sexuality.

July 26, 2:00 PM: *Endless Love*. 1 hr., 45 mins. Rated PG-13 for sexual content, brief partial nudity, some language and teen partying.

Family Film

Friday, July 18, 2:00 PM. *Emil and the Detectives*. 92 mins. Not rated.

Last Fridays

July 25, 7:00 PM: *Grand Budapest Hotel. 1:39*. Rated R for violence, language and a little sex.

Fabulous Fridays!

FAMILY FUN: WIZARD OF OZ BOOK PARTY!

Crafts and activities for the whole family based on the book, *The Wizard of Oz*. **Friday, July 11, 2:00 PM**

GREY MATTERS

To Vaccinate or Not to Vaccinate?

Jonathan Kidd, PhD. It shouldn't be a question. Vaccines save lives. The reductions in death and illness, especially in children, from diseases such as diphtheria, whooping cough, and measles is easily documented. More recently developed vaccines such as "Hib" and HPV are also likely to bring about an equal reduction in the targeted diseases. There is no documented evidence that any vaccine has ever caused autism, and the efforts of a small yet vocal minority to undermine the success of these preventative treatments do a disservice to the entire population. Dr. Kidd joined the faculty at Wesley College in 1978. He teaches a variety of courses and is the Director of the Medical Technology program.

Friday, July 18, 7:00 PM

FILMFANS: GRAND BUDAPEST HOTEL

Set between the world wars, with political darkness looming, Wes Anderson's *Grand Budapest Hotel* introduces what *NY Times* describes as "eccentric characters possessed by a kind of madcap melancholy, soulful and silly in equal measure." The film's plot, acting, costumes and sets are super-stylized to great effect. Despite violence and tragedy, it's mostly a comic romp based around a romance, a theft and an inheritance, along with a very nasty hit-man. The latter is Willem Dafoe, accompanied by actors Tilda Swinton, Jeff Goldblum, Jason Schwartzman, Jude Law, Adrien Brody, Edward Norton and Ralph Fiennes in the role of Gustave H, the perfume-loving concierge of an Eastern European hotel who takes refugee Zero Moustafa as his lobby boy and protégé. The film is a delight. 1:39. Rated R for violence, language and a little sex.

Friday, July 25, 7:00 PM

zinio™

Free digital magazines from the Dover Public Library. Magazines on your computer or mobile device.

Small Business Center

Job Center Walk-in Hours

Mondays 12:30 PM-7:00 PM
Wednesdays 9:00 AM-1:00 PM

Computer Classes

7/1	Computer Basics	1:00 PM
7/1	Email Basics	3:00 PM
7/8	Internet Basics	1:00 PM
7/8	LinkedIn	3:00 PM
7/15	Word Basics	1:00 PM
7/15	Excel Basics	3:00 PM
7/22	PowerPoint Basics	1:00 PM

Classes require registration. Please call 736-7030.

APEX Pardons & Expungements. Call for information, 736-7030. **Mondays, 9:15 AM**

Delaware Job Corps. Career planning, on-the-job training, job placement for young people ages 18-24. **Tuesdays, 10:00 AM**

Small Business Volunteer Tax Assistance. Appointments required. No walk-in services. Call Nehemiah Gateway, 302-655-0803 for appointments. **Wednesdays & Fridays, 2:00 PM**

Social Security Administration Delivery Changes & My SSA Account. Social Security specialists will be on site to train you on the changes to the Social Security system and help you with creating an account. **Thursdays, 2:00 PM**

There's a Hole in my Pocket. Where does my money go? Why can't I save money? Learn about saving money, goal setting and debt reduction. Sponsored by the Money School. **Wednesday, July 2, 6:00 PM**

'Stand by Me' Financial Coaching. Financial coach will be available to assist with budget preparation and management; provide free credit report information and reviews; provide free tax preparation; provide college bound services; and more. **Thursday, July 17, 9:15 AM**

Identity Theft & What to Do If Your Identity Is Stolen. This class covers how to deter, detect or defend against identify theft and what to do if your identity is stolen. **Thursday, July 17, 10:00 AM**

Resume Writing. Does your resume get the results you are seeking? Learn tips to make you more marketable. **Tuesday, July 22, 10:00 AM**

Interviewing Skills. Learn what it takes to "ace" that interview. **Tuesday, July 22, 3:00 PM**

Understanding Credit. This class covers the essential components of the credit process and how to use it to your advantage. Sponsored by Ft. Sill Nat'l Bank. **Thursday, July 24, 10:00 AM**

Kids Corner



Summer Reading Club!

Fizz! Boom! Read!



Family Storytime

Mondays, 6:30 PM on the yard. Bring lawn chairs, beach blankets!

Fridays, 10:15 AM

Registration not required.

World of Inventions Writing Club

Thursdays, 10:30 AM

Ages 7-10. , June 26th - July 24th. Do you like to tell stories and make things? Do you have tons of ideas about how to make the world better? We'll combine all of those skills to create fantastic new inventions. We'll learn about how real-life inventors come up with new gadgets; build them and then share their creations with the world. Students will write their own "patent" applications; build their inventions out of found objects; and create commercials about their ideas.

***Registration required.**

Mad Science Club

Ages 9-12. Be a mad scientist! Conduct your own exciting experiments.

Thursdays, 2:00 PM

*Ticket required.



Fizz Boom Kids Science

Ages 6-8. Explore science with exciting interactive STEM activities.

Tuesdays, 2:00 PM

*Ticket required.

Sunday Family Fun

1:00-4:00 PM Drop in for Board Games

Wonderful Wednesdays!

July 2: 4th of July Party! Crafts, games, fun for all!

July 9: Dragons & Dreams. A long time ago science and storytelling were accidently mixed and so began Sciencetellers. Combining their power of words with the power of science, Sciencetellers creates stories filled with suspense, anticipation, excitement and experiments. Experience the science of Fire & Ice as you join the daring adventures to save an entire kingdom in Sciencetellers presents "Dragons & Dreams."

July 16: Engineer It! Brought to us by the Marshall Steam Museum! Learn all about The Museum + design and build a model car out of recycled materials. Ages 7-12. ***Ticket required.**

July 23: Crazy Fun Stuff! Make a Pom Pom, Marshmallow Shooter, Popsicle stick bow & arrow set (that works!) & other fun stuff!

July 30: Spooky Stories & Legends of Delaware. Join us for an evening of spooky fun as storyteller Ed Okonowicz tells spine-tingling stories!

Thursday, July 31
6:00 PM
Arsenic and Old Lace

A teen production by the Childrens' Theatre of Dover

Super Saturdays!

2:00 PM

July 5: Let's make music! Make a Pie Pan Tambourine. Ages 7-12. *Ticket required.

July 12: Pokémon Party! Join us for exciting Pokémon-themed games & crafts!

July 19: Crazy fun stuff! Make a Pom Pom Shooter, Popsicle stick bow & arrow and more! Ages 5-12. *Ticket required.

July 26: Be a superhero! Transform into a superhero by creating your own mask & emblem!

BuildIt! Club

Mondays, 2:00-3:00 & Tuesdays, 6:30-7:30 PM

Where *Your* Imagination

+ *Our* Really Cool Building Stuff

= **FUN!!**

Fun Fridays!

2:00 PM

July 11: *Wizard of Oz* Book Club

July 18: *Emil and the Detectives* Movie

Dover Public Library

Ages 13-19

JULY 2014

Volume 3 Number 7

The Loft News

The Teen Loft Hours:

Mondays-Fridays

11:30-7:45

Saturdays

10:00-4:45

Sundays

1:00-4:45

Loft hours are subject to change based on staffing availability.



August 16

10:00-4:00

Comic Con

5:00-7:00

Fandom Dance

Star Wars characters

Ghostbusters

Artists

Comic Book Vendors

Costume contest

& MORE!!!

Poetry in Motion



Poetry in Motion

with Amillion

7/10, 7/24, 8/7

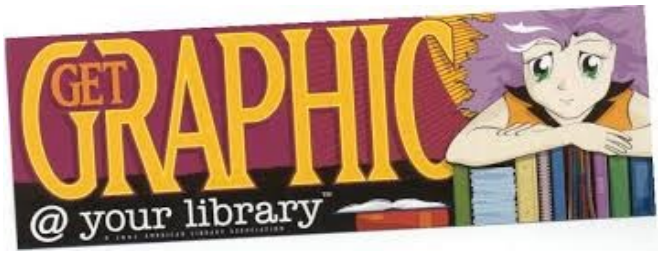
5:00 pm

Amillion is back!

"The bridge between Spoken Word and Hip-Hop is where we shall meet," Amillion the Poet.

Learn to express yourself through spoken work.

All materials are provided.



Graphic Novel Contest

Teen Graphic Novel Contest

Entries may be from a single author or may be collaboration between a writer and artist. The closing date is **Thursday, July 31, 2014**. All entries must be in by **7:00pm**. The winner will be announced Saturday, August 16, 2014. The winning entry can be fiction or non-fiction and will be chosen purely on the strength and promise of the art and writing by a panel of judges.

HOW TO ENTER

The competition is open to all teens between the ages of 13-19, who have not previously professionally published a full-length graphic work. The work can be fiction or non-fiction, with or without words. Please send your entry by email to: kerri.hollyday@lib.de.us or katherine.goff@lib.de.us or drop it of to the Teen Librarian on the 3rd Floor Teen Loft. For complete rules and restrictions go to: http://www.cityofdover.com/Graphic-Novel-Contest/

July

LGBT Club

7/1
Tuesday
5:30

Sciencetellers Special Event

7/9
Wednesday
6:30

Yu-Gi-OH! And Magic: The Gathering

7/20
Sunday
1:30

Teen Filmmaking Club

7/2
Wednesday
5:00

Poetry In Motion Workshop With Amillion

7/10
Thursday
5:00

Doctor Who Club

7/22
Tuesday
5:30

Brony Club

7/2
Wednesday
5:30

Teen Anime/ Manga Club

7/11
Friday
5:30

Teen Filmmaking Club

7/23
Wednesday
5:00

Minecraft
Registration Required.
Call 736-7030

7/3
Thursday
5:00

Pokémon League

7/12
Saturday
12:00

Teen Chess Club

7/23
Wednesday
5:30

Pokémon League

7/5
Saturday
12:00

Yu-Gi-Oh! And Magic: The Gathering

7/13
Sunday
1:30

Poetry In Motion Workshop With Amillion

7/24
Thursday
5:00

Yu-Gi-OH! And Magic: The Gathering

7/6
Sunday
1:30

LGBT Club

7/15
Friday
5:30

Teen Anime/ Manga Club

7/25
Friday
5:30

Health Series: Exquisite Nutrition

7/7
Monday
6:00

Inspirational Fiction Book Club
Heaven by Angela Johnson


7/16
Wednesday
4:00

Teen Anime/ Manga Club

7/26
Saturday
12:00

Tech Tuesday


7/8
Tuesday
4:00

Teen Filmmaking Club

7/16
Wednesday
5:00

Movie Matinee
Endless Love
Rated PG-13


7/26
Saturday
2:00

Teen Advisory Council
New Members Welcome

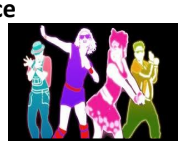
7/8
Tuesday
6:00

Minecraft
Registration Required. Call 736-7030.

7/17
Thursday
4:00

Yu-Gi-OH! And Magic: The Gathering

7/27
Sunday
1:30

Teen Just Dance

7/9
Wednesday
4:00

Teen Game Night


7/18
Friday
5:30

Minecraft
Registration Required.
Call 736-7030.

7/31
Thursday
4:00

Teen Scary Movie
White Noise
Rated PG-13


7/9
Wednesday
5:30

Pokémon League

7/19
Saturday
12:00

Comic Con


8/16
Saturday
10—4

Jane Hicks

Objective

1. Improve customer service, by gaining the trust and patience of the intended individuals so that their case has been properly reviewed with the intention to solve the situation.

2. The commission shall make studies, surveys and investigations to provide accurate data to the DHRC members to recommend such measures as are deemed necessary to carry out the objectives.

3. Advocating for equal opportunity, justice, to services and opportunities. Fostering mutual understanding and respect between people; encouraging education and outreach; developing and promoting programs, which work to eliminate prejudice and discrimination.

Write a brief summary of his/her ideas regarding the role of the commissioner.

My idea regarding the role of a commissioner is to first, the protection of dignity and integrity of every individual. To act as a buffer/liaison in hearing complaints involving racial tension, to bring together the parties involved to discuss the facts and to assist in the resolution of such complaints. To do research, obtain factual data, hold meetings with citizens and consider and recommend the best and fairest means of progressively improving human relations among all, and finally to provide open channels of useful communications among the various racial, religious, ethnic and economic groups in the city.

MEMO

TO: Dover Human Relations Commission

FROM: Jim McGiffin

DATE: July 17, 2014

RE: Objectives & Role Definition

Here is my Dover Human Relations Commission homework.

OBJECTIVES:

1. DHRC will assess the current information available on human relations issues in Dover from all sources and determine whether further investigation and research is necessary to develop the complete picture of the current status of human relations in Dover.

2. DHRC will sponsor a public meeting to report the current status of human relations in Dover and to solicit public input on unrecognized issues as well as on strategies to address the issues.

3. DHRC will determine whether changes in policy or law are necessary to address existing human relations issues and, if changes are necessary, advocate for those changes.

THE ROLE OF THE DOVER HUMAN RELATIONS COMMISSION MEMBER

Each member of the Dover Human Relations Commission is a point of contact for the community, a voice of respected experience and perspective within deliberations, and an advocate for a better way forward for the city, its commercial and professional sectors, and for residents.

Draft Objectives for possible inclusion into the Dover HR Commission Strategic Plan 2014-2017) Gene Ruane July 16, 2014

To develop topics, resources and a schedule for training DHRC Commissioners by September 30, 2014.

In cooperation with the City of Dover's Manager and its Human Resources Department, evaluate and make recommendations that will improve the City of Dover's Equal Employment Opportunity and Affirmative Action Program, beginning with attendance at its Diversity, Respect and Harassment Awareness Training sessions in August and October, 2014.(See Sec. 58-36 (1) Dover Code of Ordinances and Article IV Section 4. B. of the Dover's Employee Handbook Revised 2004)

To assess and make needed revisions of the Commission's strategic plan objectives at each of its quarterly meetings.

To develop and adopt by October 2014 a memorandum of understanding with the State Human Relations Commission that will delineate the roles and procedures of the two Commissions in the solution of alleged discrimination complaints which fall within the jurisdiction of the State Human Relations Commission" and identify specific ways the two Commissions will work together.(See Sec. 58-36 (4) Dover Code of Ordinances; and Summary of June 23, 2014 meeting between the Chairs of the DHRC and the State Commission)

To provide a "report" to the Dover City Council "on a quarterly basis regarding its affairs"; and, to provide an "annual report of its accomplishments and a summary of its recommendations" to the Mayor and the Dover City Council. (See Sec. 58.32 (i) Dover Code of Ordinances)

To conduct an annual "district-focused" meeting between the Chair of the DHRC, Commission members and City Council members in order to identify those objectives for inclusion in the Commission's Strategic Plan that would address specific human relations issues that may be particularly critical or relevant within each City Council District.

Building on its partnership with the Dover Police Department, identify additional human relations approaches and lessons that can be integrated into the Dover Police Department's ongoing Community Relations strategy.(See: Sec. 58-31 (1); 58-36 (1) and page 16 Guidelines for Effective HR Commissions) (October 2014—June 2015)

To co-sponsor and actively participate in the Dover Public Library's Created Equal Project by attending the film series and moderated discussion. July-September, 2014

In cooperation and partnership with other agencies and organizations develop an organized system of services that include mediation, conciliation and response and management of community based conflict within the City of Dover. December 2015. (See: Sec. 58-31 (3) (4) & (5); Sec. 58-36 (2) (3) Dover Code and page 14 and 17 Guidelines for Effective HR Commissions)

Work with the Dover City Manager and City Department Heads to ensure human relations principles and approaches are integrated into the City's Strategy Plan and individual departmental strategic plans and the City's Comprehensive Plan (developed by the Planning Dept.) (See Sec 58-36 (1) Dover Code) Annually during City Budget cycle and whenever the Comprehensive Plan is updated.
Encourage demographic studies by the City Planning Department and local colleges and universities to increase awareness of the impact of population changes on community relations. (See: 58-36 (5) Dover Code and page 20 of Guidelines for Effective HR Commissions)

Role as a Member of the Dover Human Relations Commission: Gene Ruane

As noted in the U.S.DOJ's Guidelines for Effective Human Relations Commissions, I "should be committed to a philosophy of inclusion, equal opportunity and fair treatment" for all citizens in the Dover community. My commitment should be manifested by my building relationships with other Commissioners; and' by my regular and active participation in the DHRC's meetings and programs.

In order to be an effective Commissioner, I also need to become more "familiar with and sensitive to the historic, social, economic, and cultural dynamics" of the Dover community; and, develop a working knowledge of programs and methods that will effectively help the Commission fulfill its mission and the objectives of its strategic plan.

Lynne Sadusky

Here are some drafts of objectives for the DHRC's quarterly mtng on 7/22/14.

1. The DHRC will request an article be written in each local newspaper to inform our community of the commission's mission and vision statements and goals for first year by Sept. 15, 2014 if this has not been done already.

2. The DHRC will co-sponsor one annual public forum on a human rights topic inviting civic, community and city leaders. (eg. Conflict Resolution/Hate Crime Awareness)

3.The DHRC will initiate a poster template to advertise the DHRC, what it does, and ways to contact commissioners and post in public places by December 2014..

4.The DHRC will ask for a link on the City of Dover website to our own page as a means of communicating important actions/events of the DHRC and will be updated quarterly.

5. The DHRC will compile a list of civic, community and church leaders to reach out to with the goal of re-introduction, explaining our ability to assist, and use as contact points for future events.

6. The DHRC will design a plan as to how it will address concerns brought to us from community members or organizations by November 15, 2014.

7. The DHRC, in cooperation with Citizens for Criminal Justice Reform, will compile a list of employers in Kent county who are committed to interviewing ex-felons who have re-entered our community and are now seeking gainful employment by January 30, 2014.

The role of a Commissioner is to be a liaison between citizens or groups of citizens in the Dover Community who have experienced discrimination or other conflict without other resolve after attempts to do so have failed. A commissioner will assist in communication and building stronger relationships between disagreeing parties. A commissioner will also set an example of a human rights advocate by affirming human rights in their personal lives. A commissioner will attempt to decrease tension and increase understanding. He or she will be a resource to direct citizens towards education in fair human rights practices.

City of Dover
Human Relations Committee

Strategic Plan Development
Commissioner S. Renee

Mission:

To develop and implement a sustainable plan that strengthens community relationships through fairness and respect by being an educational resource and liaison between City government and its constituents while addressing potentially discriminating issues affecting organizations, groups, and individuals.

Vision:

Our vision is a city whose government, organizations, groups and individuals value diversity, respect and trust.

1) To increase presence and awareness in the community by providing four forums per year that increases communication and engagement among city government and its constituents.

2) To gain the respect and trust of the community by tackling one major project per year that produces change within and for the community.

3) To build partnerships with organizations ie churches, fraternities, sororities and other organizations to gain greater buy-in and community participation.

1) My role is to listen, understand, engage and provide direction to city council and its constituents for the purpose of increasing and improving communication that promotes greater respect, trust and collaborative teamwork.

Commissioner Stewart

Mission:

To strengthen community relationships by becoming an educational resource that bridges the gap between City government and its constituents while addressing potentially discriminating issues affecting organizations, groups, and individuals.

Vision:

To gain the respect and trust of the community and our constituents, so that they believe that we are going to accomplish our goals and what they ask us to do.

1) develop three (3) SMART (specific, measureable, achievable, realistic, and time-based) objectives for the Commission, which follow the City of Portland Human Rights Commission Model for Change (attached); and

Objective 1:

Discovery: The DHRC should partner with various statewide groups to learn best practices and cultivate relationships with other human rights organizations. The goal should be to create at least two partnerships a year. This objective will help the DHRC to work towards is mission of becoming an educational resource.

Objective 2:

Visibility: The DHRC website should be updated. Additional information with links to partner organizations' websites should also be included, as well as links to any sponsored activities, upcoming meetings, and public workshops. The website update will be an ongoing process as new information becomes available and partnerships evolve. The website should be reviewed at least quarterly to remove outdated and old information and add upcoming events. Success of this objective could be measured by how often the website is accessed.

Objective 3:

Education: The DRHC members should participate in at least one educational event a year. The educational event could consist of having a partner group come to a DHRC meeting and present their plans/ideas for the upcoming year and/or presenting issues that the DHRC members have expressed an interest in learning more about. An educational event could also consist of the DHRC sponsoring or co-sponsoring an event for the community. Success would be measured by the number of events held per year, with a goal of 2 events of year. Success can also be measured by the number of attendees at events.

2) write a brief summary of his/her ideas regarding the role of the commissioner.

Commissioners should act as a liaison between the community and the City of Dover, as well as other entities that would be interested in partnering with the Human Relations Committee. The Human Relations Commission can act as a clearing house when inquiries are received. Some issues/questions can be handled through our group, while other issues can be forwarded to the appropriate entities. I envision the Human Relations Commission as a "first stop". Dover residents can contact Commissioners and review our website to find the information they need.

Commissioners should also be active in the community and promote upcoming DHRC events.

CECIL C. WILSON

DHRC WORKSHOP ASSIGNMENTS

July 22, 2014

DOVER HUMAN RELATIONS COMMISSIONERS ROLE

DRAFT SUMMARY

- The DHRC should use the powers and duties of the city of Dover ordinance Sec.58-36. Powers and Duties

- Recommended:

1. To provide a Commissioner ID to citizen(s) and act with compassion towards all citizens involving racial tension, alleged complaints by using the DHRC Complaint Form and Process

2. To hold District and Citywide meetings with citizens using a public educational forum in order to minimize areas of conflict, community issues and promote resources for harmonious relationships

3. To attend one City of Dover Diversity Training Workshop and provide a written review to Dover City Manager and Dover City Council

4. To seek Homeowners Associations, organizations, religious and ethnic groups as well as under –represented groups on city boards/departments for collaborations and promote harmonious race relations

CECIL C. WILSON

DHRC WORKSHOP ASSIGNMENTS

July 22, 2014

Objective 1: To recognize the presence of District Dover Human Relations Commissioners

Specific:

1. To identify the two appointed District Commissioners for District 1,2,3,4.
2. To identify the one At-large Commissioner for Dover
3. To describe the role of the Dover Human Relations Commissioners
4. To compose news releases and flyers about the Dover Human Relations Commission

Measureable:

1. To collect timely community involvement/ activities reports of District/At-Large Commissioners

Realistic:

1. To justify the need for the two District and one At-large Dover Human Relations Commissioners

Time-Based:

1. To appraise Dover Human Relations Commissioners reports quarterly to Dover City Council and to Dover City Council on "A NEED TO KNOW BASES".

CECIL C. WILSON

DHRC WORKSHOP ASSIGNMENTS

July 22, 2014

Objective 2: To develop a Dover Human Relations Complaint Process

Specific:

1. To compose a DHRC Complaint Form
2. To provide DHRC Commissioners with DHRC Complaint Forms for complainants
3. To summit DHRC Complaint Forms to Dover City Clerk Office
4. To categorize the Complaint Form Information for DHRC/SHRC/Other
5. To disseminate Complaint Forms: City Clerk and/or City Solicitor to evaluate for possible recommended outcome
6. To illustrate the DHRC Complaint Process by print media, oral presentations and technology
7. To generate a response to the complainant in a timely manner

Measureable:

1. To collect timely community DHRC Complaint Forms from District and At-Large Commissioner
2. To inform City of Dover Council members of "Class Action Complaints ".

Realistic:

1. To justify the need for the two District and one At-large Dover Human Relations Commissioners and Dover Council members working together.

Time-Based:

1. To appraise Dover Human Relations Commissioners reports quarterly to Dover City Council and to Dover City Council on "A NEED TO KNOW BASES".

CECIL C. WILSON

DHRC WORKSHOP ASSIGNMENTS

July 22, 2014

Objective 3: To develop Public Educational Human Relation Issue forums

Specific:

1. To identify and create a Dover Human Relations Commission Partnership program
2. To provide DHRC Commissioners with city, county and state conflict resolution program resources
3. To devise a list of speakers, programs, events or community activities
4. To develop a DHRC Public Educational Human Relation Form for review and approval
5. To illustrate the DHRC Public Education HR Forums by print media, oral presentations and technology
6. To employ community individuals to participate in the Public Educational HR Forums

Measureable:

1. To collect timely community DHRC Issue Forums from District and At-Large Commissioner
2. To inform City of Dover Council members of "Alert Issues".

Realistic:

1. To justify the need for the two District and one At-large Dover Human Relations Commissioners and Dover Council members working together.

Time-Based:

1. To appraise Dover Human Relations Commissioners reports quarterly to Dover City Council and to Dover City Council on "A NEED TO KNOW BASES".

A. Intake Form Front Page

THE CITY OF DOVER HUMAN RELATIONS COMMISSION
INTAKE FORM

Name of person or organization filing: (last name, first name, middle initial) ☐ Mr. ☐ Miss ☐ Mrs. ☐ Ms.		Home Phone: ( )	Business Phone: ( )	Fax: ( )
Street Address:	City:	County:	State:	Zip Code:
Identify the contact person that the Commission should notify:				
List the name, address and telephone number of any person or organization that you believe should be invited to appear before the Commission to help resolve your concern:				
Summarize what has or will occur that has given rise to your concern. Use this space for a brief and concise statement of facts (who, what, where, when, why, how). Additional details may be submitted on an attachment.				
What relief or action is being requested?				
Completion of the following questions is *OPTIONAL*: Ethnicity: ☐ Black ☐ White ☐ Hispanic ☐ Asian ☐ Native American ☐ Other: _____ Sex: ☐ Male ☐ Female Age: _____ Nation of Origin: _____				
NOTICE: ALL DOCUMENTS AND TESTIMONY PRESENTED TO THE HUMAN RELATIONS COMMISSION ARE AVAILABLE TO THE PUBLIC AND THE PRESS.				
Signature: Date:				
This form was delivered to: _____(person) on _____(date), located at _____(address). This form was mailed to: _____(person) on _____(date), located at _____(address).				

A. Intake Form - Back of Page

THE CITY OF DOVER HUMAN RELATIONS COMMISSION
RECORD OF ACTION

Case No. _____

CITY CLERK ACTION:

1. On _____ (date), the INTAKE FORM was received by the City Clerk's Office.

2. On _____ (date), the concerns expressed in the INTAKE FORM were placed on the New Business section of the Agenda for the Commission meeting to be held.

3. On _____ (date), a copy of the INTAKE FORM was mailed to members of the Commission along with the Agenda for the Commission meeting.

4. On _____ (date), notice of the date, time and location of the Commission meeting at which the concern(s) expressed in the INTAKE FORM will be considered by the Commission was mailed to the following:
   a.) the party(ies) filing the INTAKE FORM;
   b.) the interested party(ies) identified in the INTAKE FORM; and
   c.) the person(s) or entity(ies) who caused the concern(s) to be raised.

5. On _____ (date), notice of the Commission's final action was sent to the person(s) filing the INTAKE FORM and the other party(ies) listed on the INTAKE FORM.

COMMISSION ACTION:

1. On _____ (date), the Commission decided it did/did not have jurisdiction over the matters set forth in the INTAKE FORM.

2. On _____ (date), the Commission considered the matters set forth in the INTAKE FORM.

3. On _____ (date), the Commission took the following action:

_____
_____
_____
_____
_____