DOVER HUMAN RELATIONS COMMISSION
A G E N D A

JUNE 26, 2013 - 7:00 P.M.

CITY HALL COUNCIL CHAMBERS - 15 LOOCKERMAN PLAZA - DOVER, DELAWARE

Public comments are welcomed on any item and will be permitted at appropriate times. When possible, please notify the City Clerk (736-7008 or e-mail at CityClerk@dover.de.us) should you wish to be recognized.

1. Call to Order/Roll Call

2. Moment of Silence

3. Adoption of Minutes
   A. Regular Meeting of June 27, 2012
   B. Regular Meeting of April 24, 2013

4. Comments/Presentations from Members of the Community
   This segment is provided to extend the opportunity to the general public to share their questions, thoughts, comments, concerns, and complaints. Discussion of any item appearing on the agenda is prohibited. Citizen comments are limited to three (3) minutes, and this segment will not exceed 30 minutes. The Human Relations Commission is prohibited from taking action since items to be discussed do not appear on the published agenda; however, they may schedule such items as regular agenda items and act upon them in the future.

5. Chair's Report *(Sudler)*

6. Committee Reports
   A. School Programs *(Wasfi)*
   B. Community Programs *(Allen-Pyne)*
   C. Assessment *(Edamatsu)*
   D. Intake Forms

7. Unfinished Business
   A. Review/Recommendation to Legislative, Finance, and Administration Committee - Resolution/Funding - Cessation of Illegal Gang Formation in Dover
   B. Formation of Grant Ad-Hoc Committee
   C. Formation of Resolution Ad-Hoc Committee

8. New Business
   A. Discussion - May 28, 2013 Legislative, Finance, and Administration Committee Report - Proposed Amendments to Chapter 58 - Human Relations Commission

9. Scheduling of the Next Regular Meeting

10. Announcements

11. Adjournment by 9:00 p.m.

/dd
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THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS.

DOVER HUMAN RELATIONS COMMISSION

MINUTES OF JUNE 27, 2012

CITY COUNCIL CONFERENCE ROOM, CITY HALL, DOVER

Present: Chairman, Roy Sudler, Jr., Ellen O. Wasfi, Richard Senato, Faye Della White, Dr. Linda Hackett, Dr. Edunosu, Kim Walfield, Justina H. Brewington

Absent: Dawn Allen-Pyne

1. **Call to Order:** Chairman, Roy Sudler, Jr. called the Dover Human Relations Commission Meeting to order on this day, Wednesday, June 27, 2012 at 7:16 p.m.

2. **Moment of Silence:** was observed.

3. **Agenda Additions & Deletions:**

   No changes were made.

4. **Adoption of the Minutes of May 23, 2012:**

   a. **Commissioner Senato** motioned to accept the Minutes of May 23, 2012
   b. **Commissioner Wasfi** seconded the motion
   c. Motion carried and the Minutes of May 23, 2012 were accepted as presented.

5. **Comments/Presentations from Members of the Community:**
   There were no comments made.

6. **Chair Report:**
   a. On June 18, 2012 at 8:05am, I (Chairman Sudler) received confirmation from Kim, Esquire...

   <Commissioner Faye White entered the room and was welcomed>

   b. On June 19, 2012 I sent out a letter for the Part-time Contractual Assistant Position.
   c. On June 20, 2012 confirmation was received from two of the three candidates, Ms. Francis and Ms. Talton that they will be present for the June 27, 2012 meeting.

7. **Committee Report:**

a. **School Programs**

Commissioner Wasfi reported on the proposed "Study Circle" Project. This project is a five week program that would run for 2 hours for five consecutive weeks. A discussion was held on finding a feasible location and time frame to implement the program. One of the suggested locations to hold the Study Circle was the Dover Library but the fact that the Dover Library closes at 9pm creates an issue. Other suggestions given were to hold the Study Circle mid-day on Saturdays or when implementing it for the schools doing it during a Study Hall. It was suggested that the Commissioners go through the process first before incorporating the schools. The Study Circle Program would consist of two Facilitators that are not Commissioners presenting hypothetical situations for discussion from the provided Study Circle Guide Book. All participants would go around the table and give input.

Commissioner Senato asked for clarification of the theme and subject matter of the Circle.

Commissioner Wasfi stated that the theme and subject matter of the Circle is breaking down stereotypes, bringing knowledge and self to the table to break through the surface. The Study Circle is not issue oriented but person oriented.

Commissioner Wasfi also shared that she participated in other Circles that had an OUCH statement. (Who am I and why I feel this way is not the case, it is more about how we as individuals react to each other.)

Commissioner Brewington stated that if this is done during the week that 6pm-8pm is not a good time.

It was noted that this program is for the benefit of the Commissioners and that the Community and Faith Leaders can be asked to participate in this program as well.

Chairman Sudler stated that he participated in a Race Study Circle as a young man and it helped him. He thought it would be great and beneficial if the Commission would participate. Chairman Sudler stated that the program will be for five consecutive Fridays for two hours and asked if all can get back to him.

Commissioner White asked is this once a year or just for the five weeks?

It was stated that this is basically a onetime thing. It was also noted that this would be a Race and Relations Study Circle and that there are many other types.

Commissioner White asked are we limited.

Commissioner Wasfi stated that this Study Circle is to establish a human connection to the faces we face daily. It was also stated that stereotyping is a harmful thing.

It was noted that if this is done for the schools and the Commissioners that the Commissioners should be the first to go through the Study Circle Program.

The Study Circle for the high school would include faculty and then get the students involved. We may want to check and see if the school could substitute a Study Circle for a Study Hall.

Chairman Sudler stated that once we the Commissioners go through a Study Circle then we can think of how it can be applied to school.

b. **Community Programs:**
Commissioner Dawn Allen-Pyne not present to report.

c. **Assessment:**
Commissioner Wasfi handed out the Dover Human Relations Commission Survey of Dover Residents with Cost Estimates.

Commissioner Senato asked where the results of the Survey handed out are.

Chairman Sudler suggested that everyone review the Survey and when the Commission meets again to bring additional questions.

Commissioner Wasfi stated that the Dover Post was used, address list was not included, random survey selection and that we only paid for returned survey.

Commissioner Senato suggested that prison ministries can print, fold and label these surveys.

It was noted that a list of names and addresses is needed for the City of Dover.

d. **In day Chair Report:**
Commissioner Wasfi – nothing to report.

8. **Unfinished Business**
   a. **Asian Illegal Gang Formation** – Resolution reviewed for suggestions and recommendations.
   Item a) final a new packet resolution.

Floor opened for comments on the resolution:

Commissioner Wasfi committed on the need for some grammatical corrections and bold facing on **WHERE AS**. She will review the document, make the necessary grammatical corrections and submit.

Chairman Sudler passed out pictures to support the resolution. It was stated that there is no deadline from the Mayor's office for this resolution.

Commissioner Senato asked if this was going to the City Solicitors Office for editing.

Commissioner Wasfi would like to proceed with the recommendations from March 28th Community Relations Meeting.

It was suggested to table a motion to accept to review the letter

Commissioner Wasfi motioned to review the letter

Commissioner Senato seconds the motion

b. Review of Questions from the Dover Human Relations Commission Survey of Dover Residents:

Chairman Sudler asked for suggestions on questions you may or may not want entered on the 2012 Survey.

Suggestion review for 2012 Survey Questions:

1) I have a full understanding of how to identify a hate crime.
2) My employer has provided workshops or seminars on employees or employers rights in the workplace.
3) I understand the difference between sexual orientation and gender discrimination.
4) I understand the Hate Crime Prevention Act.

There were no additional suggestions given at this time.

Chairman Sudler stated that he would hope that all suggestions be in by the next month.

c. Recommendations for March 28th Outreach Committee Meeting
Review letter from Commissioner Wasfi and letter drafted by Chairman Sudler for the Mayor and City Council to review by July 1, 2012 via email.

The Commissioners reviewed Commissioner Wasfi's letter to City Council and Memorandum. It was noted that after proofing the letter and seeing what can be incorporated in the memorandum from the letter, that the letter is the primary line of communication to send to the Mayor and City Council.

Commissioner White thought the letter and memorandum was a repeat.

Commissioner Wasfi said item #6 can be combined with #6 in the memorandum. Item # 6 (in primary letter) reference area about proliferation of guns.
A memorandum is used to strengthen the letter if needed. It was noted that the meeting was in March and recommendations need to be made.

d. **Residents stated in the Community Outreach Meeting:**
There is a problem with Wesley College students drinking Thursday through Saturday.
Commissioner Hackett stated that a recreation site for university age students may help defer students from drinking on Governors Street and becoming unruly and disrespectful to residents.

Commissioner White on Memorandum #5 on Wesley College

Commission reflects what the community brings forth:

- Residents requested more security or a mini police station.
- Some residents are stating that police are being desensitized to minorities calling for services.
- Dover citizens need a better understanding of zero tolerance code.
- Do you think the City of Dover is a desirable place to live?

Commissioner Senato needed to be excused from the remainder of the meeting.

Commissioner Walfield announced several job openings in the area Amazon -1200, Kraft – 200, Citi – 500 and that Redner's will be opening a store in Camden and Milford. She also mentioned that there is a company called Apex that helps past offenders clear their record.

e. **Final Draft of Sexual Orientation and Hate Crimes in the City of Dover**
Need special forum to talk about resolutions. Need approval for agenda and topic.

Commissioner Walfield state she will be absent for the month of July.

Suggestions to correct to forum or any motions to accept forum flow.

Commissioner Wasfi moved to have a Forum

Commissioner Hackett second that motion

Motion for resolution with proper amending's be forwarded to the Mayor and City Council for final correction.

Commission Wasfi motioned to review letter via email first before sending the letter.

Commissioner White second

Commissioner Hackett questioned motion

Commissioner Wasfi will do a modification to the letter and Chairman Sudler will modify Memorandum both will review before sending.

9. **Quick Summary of Self from Part-time Contractual Assistant Applicants :**
   Ms. Frances and Ms. Talton gave a brief summary of who they are and why they applied for the Part-time Contractual Assistant position with the Dover Human Relations Commission.

10. **Selection / Hiring Process:**

    Commissioner Hackett motioned to table hiring process

    Commissioner White seconds the motion.

    Motion carried.

11. **Announcements:**

    a. Mt. Zion Men's Day Community BBQ
    b. Calvary Baptist Movie Fund Raiser July 16, 2012 an Evening with Clifton Davis
    c. Schedule Outreach Location

12. **Adjournment :**

    Commissioner White made motion to adjourn the meeting

    Commissioner Wasfi seconds that motion.

    Motioned carried and the meeting adjourned at 9:40pm.

Respectfully Submitted,
Belinda Talton

DOVER HUMAN RELATIONS COMMISSION

MINUTES OF APRIL 24, 2013

CITY COUNCIL CONFERENCE ROOM, CITY HALL, DOVER

Present: Chairman, Roy Sudler, Jr., Vice Chair, Dawn Allen-Pyne, Commissioner Ellen O. Wasfi, Dr. Linda Hackett, Commissioner Justina H. Brewington, Commissioner and Commissioner Faye Della White
Absent: Dr. Edamatsu.

1. **Call to Order/Roll Call:** Chairman, Roy Sudler, Jr. called the Dover Human Relations Commission Meeting to order on this day, Wednesday, April 24, 2013 at 7:16 p.m.

2. **Moment of Silence:** was observed.

3. **Commissioner Wasfi** motioned to have Approval of Minutes automatically placed on agenda as item number three on the agenda.

   Vice Chairman Dawn Allen-Pyne second

   Motioned Carried.

4. **Comments/Presentations from Members of the Community:** There were no comments made at this time.

5. **Chair's Report:**

   Chairman Sudler asked the Commissioners to review the Chair's Report. Chairman Sudler advised that the Flow Chart that was presented at the meeting he attended will be presented to the Commissioners at the next meeting. **Chairman Sudler** reported that on April 13, 2013 at approximately 8:30 p.m. to 3:00 pm he participated in the Delaware Department of Justice Crime Free Multi-Housing Program Training which reviewed:

   - City of Dover's Property Inspection Tips
   - Best Practices For Landlords
   - Best Eviction Process For Landlords
   - Fair Housing and Tenant Screening Techniques

   On April 16, 2013 at approximately 5:46pm, a resident of Dover inquired about the process for filing an intake form with the Dover Human Relations Commission. Chairman Sudler explained to the person to the process and gave them an intake form.

   On April 17, 2013 at approximately 11:17am, Chairman Sudler was contacted by a resident of Dover who recently inquired about the Intake process for DHRC on April 16, 2013. The resident is working on a statement of events to file as an intake form with DHRC.

   DHRC-(PO) Case #01.2013-04-17

   [01=Number of Cases 2013=Year-04=Month-17Day]

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On April 22, 2013 at approximately 8:30pm, Chairman Sudler spoke with Chief James E. Hosfelt of the Dover Police Department and Ann Marie Townsend, City Developer and both individuals agreed to participate in a special forum titled ***Landlord's and Tenant's Obligation to Adhere to New City Ordinance*** #2013-04 Sec 22-331 (Purpose, Applicability, Definition and Compliance).

On March 25, 2013 at approximately 7:47pm, Chairman Sudler presented the following items for review of content of the Speech Flowchart for Annual Presentation.:

- ORIGIN OF THE DHRC

In the year 2001, a Resident of Dover, Delaware named Reginald L. Hannah age 39, died while in custody of the Dover Police during a routine traffic stop. Reginald L. Hannah's controversial death accompanied by death threats and shots fired towards Dover Police Officers, in result, sparked racial tension and intergroup conflict between most Caucasian and African American Communities.

In an effort to relieve the racial tension in Dover, Delaware; Director of the State Human Relations Commission in **2001, Juana Fuentes-Bowles, NAACP, IMA,** Councilman **James Hutchison** who was at that time was **Mayor James Hutchison, Councilman Wallace R. Dixon**, at that time Elder Wallace R. Dixon and myself **Roy Sudler, Jr.** all participated on the **"Dover Community Harmony Panel"** which helped to create the **Dover Human Relations Commission.**

The **issues, strategies, objectives and clergy** involvement is provided for review in your annual report packet.

2. Enabling Legislative Powers and Duties

Of the Dover Human Relations Commission is Pursuant to Chapter 2 – Administrative, Article I, Division 6, Section 2 – 21 and Article II Section 58 – 31 Titled Human Relations Commission's Purpose;

(1) Fairness and Respect among all citizens of Dover

(2) Monitoring and developing ways to measure community relations particularly

those that are a source of intergroup conflict

(3) Involve all segments of the community in understanding and appreciating the

benefits of positive intergroup relations

(4) Offer a range of programs and services that will help its residents and

neighborhoods prevent and resolve issues of human relations; and

(5) Develop ways of anticipating, preparing for, and relieving community tensions

arising from intergroup conflict.

- The Commission Members are [Look at Slide]

We will now review item #3

3. The Commission's Meeting and Procedural Flowchart

States that once the Commission has received an Intake Form from a Resident of Dover, it is then submitted to the City Clerk's Office for a case number and placed on the Commission's Business Meeting Agenda under New Business, ten [10] days prior to the next scheduled meeting.

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Pursuant to the Flowchart, the Commission is responsible and charged with investigating the facts, merit and jurisdiction of the complaint in a hearing session.

The Commission only hears both parties testimony and does not make a decision during the night of the hearing.

The Commission's Recommendation for Action and Jurisdiction is assessed at the Decision-Making Meeting which is held at a later date determined by the Commission after considering all of the facts and circumstance related to the complaint.

We will now review item #4

4. 2012 INTAKE FORMS REPORTED

The first report was filed in January 2012, which involved an array of

1. 3/5 Index Cards that were disseminated on the streets of Down - Town Dover and Delaware State University's Campus which displayed an image of a person of color hanging by a rope tied to his or her neck from a tree with a racial slur statement saying,

"Cleaning Up the Streets One Nigger at a Time"

- The second report was also filed in January 2012, which involved an

2. Alleged Excessive Force Complaint between a Dover Police Officer and a Dover Resident. The witness to the alleged assault feared for his or her safety and chose not to report the incident to Industrial Affairs for the Dover Police Department.

The third report was filed in September 2012, which involved an

3. Alleged Hanging Report that according to Henry Fordham, took place at Silver-Lake Recreational Park located in Dover, Delaware on September 21, 2012.

On September 28, 2012, The Dover Human Relations Commission scheduled a Special Roundtable Meeting for October 5, 2012, to hear the testimony of Mr. Henry Fordham.

[Please see Roundtable Agenda pg. 30, City Solicitor's Opinion pg.34 and 4th District Councilmen Andersons Opinion on pg. 35 in Annual Report]

- ✓ We will now review item # 5.

ITEM 5

Complaint against DHRC

On November 5, 2012, the City Clerk's Office and City Manager received an official complaint from Mr. Eshed Alston a resident of Dover, who claims that the Commission is not investigating or informing the Black Community of the factual existence of lynching activity in the City of Dover.

[Please review pg. 33 of Annual Report

DRAFT

Item 6

DHRC - CONCERNS:

The Dover Human Relations Commission is very concerned about the amount of intake forms that indicate racial tension in the City of Dover being deferred out to other agencies for investigation**. Pursuant to Chapter 2 – Administrative, Article I, Division 6, Section 2 – 21 and Article II Section 58 – 31 Titled Human Relations Commission's Purpose;** the Commission has been granted the **Powers and Duties** to investigate claims of unfair treatment and develop ways to monitor intergroup conflict among all segments of the City of Dover.

The ambiguity of our purpose and constant deferrals of intake complaint forms followed by constant ostracism from constituents of Dover regarding the Commission's lack of investigating official intake complaint forms have unfortunately, contributed significantly to the resignation of current and previous commission members, especially after hearing the nature and urgency of resident's concerns and not being able to investigate the merit of their complaint.

In an effort to avoid further resignations of current and future Commission Members, it is my recommendation, as Chairman of the Dover Human Relations Commission, that the **Mayor and City Council of Dover, Delaware, conduct a Special Meeting with the Dover Human Relations Commission, City Clerk's Office and City Solicitor in quest of interpreting Chapter 2 – Administrative, Article I, Division 6, Section 2 – 21 of the Dover Code and Article II. Human Relations Commission, Sec. 58-31.** Purpose: to mitigate or eradicate current and future Commission Member's concerns and feelings of not fulfilling their duties as Commissioners who advocate Human and Civil Rights for all segments of Dover, Delaware.

We will now review item # 7.

Item 7 Certificates of Training

Were received in the areas of

1) Title 25 State of Delaware's Landlord / Tenant Codes

This training covered key issues involving:

Fair Housing Initiatives

Landlord & Tenant's Remedies for Breach of Rules and Covenants; and

Zero-Tolerance Rules & Regulations for Subsidy Housing [HUD]

[Please refer to pg. 16 of your annual report packet]

The second training identified

2) How to Investigate and Prosecute Hate Crimes

The training covered an array of topics such as the need for Non-Governmental Organizations to be more proactive and aware of the statutes and laws involving hate crimes.

- ✓ This training was the foundation of the Dover Human Relations Commission's Special Meeting conducted on August 9, 2012

[Please review attachment for training outline on pg. 7 of your Annual Report Packet]

DRAFT

Item 8

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SPECIAL FORUM ON COMMUNITY AND STUDENT INVOLVEMENT IN REPORTING AND RESOLVING HATE CRIMES IN COMMUNITIES AND HIGHER LEARNING INSTITUTIONS:

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- Was a partnership initiative with the State Human Relations Commission, Delaware Department of Justice, Delaware State University Police Department, Delaware State University's Counseling Division, 31st District House of Representative Darryl Scott and the Dover Human Relations Commission in accordance with **Article II. Section 58 – 21 (1) Fairness \ Respect and (4) Prevent and Monitor Human Relations in Dover, Delaware.**

The forum focused on raising the awareness and involvement in resolving and reporting racial and sexual orientation hate crimes in Dover and throughout the State of Delaware.

In addition, to review ethical remedies for dealing with emotional, spiritual, and social challenges for victims of bias-motivated violence.

Some of the highlighted information discussed was **Title 42 U.S.C. Code 3631 as a Hate Crime covered under the State of Delaware's Title 11 Code 1304 Section (a) (2),** selection of victim due to **race and sexual orientation.**

Chief Prosecutor of Kent County, Delaware {Ken Haltom Esq.} from the Department of Justice stated, "He knows that hate crimes occur more often than what is being reported and he feels and understands the frustration that a person can experience, but he believes that forums such as this one would help to promote healthy dialogue and change in the State of Delaware.

In fact, Chief Haltom shared with the Commission that out of **15 years of practicing law**, this forum was the first of its kind according to his experience, which he feels is a big change for him, one which he embrace and is eager to be a big part of.

[Please Review Special Forum Minutes Located on pg. 18 – 29 Annual Report]

- In conclusion of the Dover Human Relations Commission's 2012 Annual Report Presentation,

Item number 9 titled:

PROPOSED RESOLUTION AND FUNDING

**********was approved by the Commission on June 27, 2012,

The Commission's approval of the final resolution draft, titled:

Cessation of Illegal Gang Formation in Dover, Delaware, was due to the amount of complaints and concerns from Dover Residents and Business Owners complaining about the enormous amount of gang activity and graffiti growth in the City of Dover and throughout Kent County.

DRAFT

This **Resolution was written as a plan of action** to provide the City of Dover with additional monetary resources and youth enrichment programs that will help eliminate illegal gang activity in the City of Dover.

According to the City's Controller Mrs. Donna Mitchell, the City's Human Relations Commission is the first Commission to seek or inquire about a grant on behalf of the City during her tenure with the City of Dover.

The Principle of the Grant is provided by OJJDP, which promotes Defending Childhood Resource Centers and Improving the Nation's Response to Children Exposed to Violence.

[Please turn to page 13 – 15 of the annual report and follow me as I read the resolution.]

DHRC – 2012 PROPOSED RESOLUTION & FUNDING

FOR CESSATION OF ILLEGAL GANG FORMATION IN DOVER, DELAWARE

****

Whereas; The City of Dover, the State Capital, strives to be a model for all cities in Delaware and the United States.

Whereas; The Mayor and City Council have granted Powers and Duties to the Dover Human Relations Commission, **Pursuant to Article II. Sec. 58-31.**

Whereas; Article II Sec. 58-31 titles (2), (4) and (5) charges the DHRC with developing ways to measure and monitor community relations and offer a range of programs and services that will help Dover residents identify and resolve issues of human relations; anticipating, preparing for, and relieving community tensions arising from intergroup conflict**.(Code 1981, § 2-16; Ord. of 2-11-2002)**

Whereas; The Dover Human Relations Commission through open discussion with members of the community and the knowledge of local events has found that gun possession and illegal gang activity is at an all-time high.

Whereas; Illegal gangs are a group of individuals consisting of three or more persons whose demoralizing influence, common interest, attitude and graffiti signs significantly contribute to the commission of disruptive behavior and criminal enterprises in the City of Dover.

Whereas; the number of illegal gang organizations in Dover and Kent County has increased over the last few years, cultivating an environment of psychic imprisonment, mistrust and fear among citizens of Dover.

Whereas; Illegal gang culture and activities have played a significant role in student dropout rates, drug activity and random acts of violence, often leaving innocent bystanders paralyzed and traumatized for life.

Whereas; Illegal gang graffiti promoting hate, fear and danger has defaced public and private sector facilities, impeding home and business owner's rights to market or enjoy their property, without unwelcomed and unauthorized graffiti signs.

Therefore, Be it Resolved; That the Residents of Dover, Delaware, the Mayor, City Council, Dover Police Department, Delaware Department of Justice and the Dover Human Relations Commission have observed with dismay the escalation of gang growth and development in our communities and will merge resources and efforts to intensify the pursuit of eliminating illegal gang formation, activities, and communication, including the display of graffiti signs in Dover, Delaware.

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Be it Further Resolved; that we will accomplish this goal and establish a **New Community and Family Involvement Paradigm** for Cessation of Illegal Gang Formation by

1. Cleaning up our streets together, showing resistance to illegal

   gang formation and unwelcomed graffiti signs through unity and clear purpose;

2. Increasing individual's awareness and accountability for reporting known illegal gang activity and \ or formation in your community.

3. Strengthening parent and family involvement in the childrearing and educational process

4. Implementing and supporting additional intervention and summer programs; and

5. Providing additional funding to the Dover Police Department through grant and other resources to establish additional police stations in areas with high volumes of crime to protect Dover residents from being a target of bias-motivated violence in the City of Dover.

As the year 2013 continues, the Dover Human Relations Commission looks forward to addressing unfair treatment claims in an effort to promote and monitor amicable relations between all races in the City of Dover.

On behalf of the Dover Human Relations Commission, we thank

The **Mayor and Dover City Council Members** for appointing each and every one of us, to serve the Dover Community in such an imperative and essential way.

o That will conclude the **Dover Human Relations Commission's 2012 Annual Report**

Thank You. Are there any Questions???????????

That concluded the Chair's report.

Dr. Hackett commented that the report was very well done**.**

Chairman Sudler stated that the new Commissioners should express their concerns. He also mentioned the problem with the turnover of Commissioners.

Dr. Hackett and Commissioner White mentioned that they attended the Mayors Reception and spoke to the Mayor regarding more support.

Commissioner Wasfi mentioned that we should have a follow through with what was mentioned in the Annual Report.

6. Committee Report:

a. **School Programs**
Commissioner Wasfi – nothing to report at this time.

b. Community Programs:
Commissioner Dawn Allen-Pyne – nothing to report at this time.

c. Assessment:
Commissioner Edamatsu – not present to report.

DRAFT

d. Intake Forms:

Chairman Sudler asked if anyone was interested in fulfilling the Intake Form Chair position.
Commissioner Brewington and Vice Chair Allen-Pyne agreed to oversee this position.
Commissioner White said she will help as needed.
Chairman Sudler appointed Commissioner Brewington and Vice Chair Allen-Pyne fill this position.

Dr. Hackett stated that the problem she sees is where people go in with an intake and the Commissioners are not aware of it. She believes that we should be made aware and advised if it was out sourced.
Commissioner Wasfi suggested that we need to inquire about obtaining a mailbox for the Commission in order to receive incoming intake forms.

7. Unfinished Business:

a. **Formation of an Ad Hoc Committee for Grant Proposal – Chairman Sudler** differed this until our next meeting.
b. **Formation of an Ad Hoc Committee for Resolution Proposal – Chairman Sudler** differed this until our next meeting.

8. New Business:

a. **Commissioners Wasfi meeting with a Native American Chief –** Commissioner Wasfi reported that November is Native American Heritage Month and she is working on creating a Resolution. She also reported that the League of Women Voters had a program of Document of Discovery telling of the problems they face in society. Chief Dennis Coker will work with the Commission on a Resolution**.** Commissioner Wasfi stated once we review the Document of Discovery, we will see their struggles as a minority and as part of the community.

b. **Chairman Sudler asked if we can review the last part of his packet labeled "Landlord Tenants Ordinance".** Chairman Sudler stated that the Commissioners need to educate the community on how they will be affected by this new ordinance.
Chairman Sudler mentioned that we should have a Special Forum.
Commissioner Wasfi said this ordinance was in the paper change and followed by Council.
Chairman Sudler ask for a motion to accept a Special Forum to go over Landlord Tenant Ordinance
Commissioner White motioned
Commissioner Wasfi second
It was agreed up that on Wednesday, June 5, 2013 at 7pm this Special Forum will take place.
Chairman Sudler advised that Dover Chief of Police and Ann Marie Townsend said they will attend such a forum to go over the new ordinances. This will be advertised in the newspaper and Commissioner White will get the information for the press release from the Dover Post.

c. **DHRC Community Meetings**: Dr. Hackett was appointed by Chairman Sudler to oversee this task.
Chairman Sudler reported that Bible Way has agreed to allow the Commission to meet in their basement for Community Meetings.
Commissioner White said Village II will also make their facility available.
Dr. Hackett said Calvary will let us use their facility.

d. **Dr. Hackett** stated that she will shoot for Sunday, June 23rd for the Commissions first visitation.

9. Scheduling of the Next Regular Meeting: May 22, 2013 @ 7pm at Dover City Hall

10. Announcements:

a. **Commissioner Wasfi** announced that the YMCA will be sponsoring a Race Relations Forum this Saturday in Newark. She advised that she will email the announcement to the Commissioners. Commissioner Wasfi also announced that April 26, 2013 is International Seed Day.

b. **Chairman Sudler** announced that the Department of Justice plans on having a document shredding event on Saturday, May 4, 2013 from 9am to 1pm in DelDOT' S Administration Building parking lot.

11. Adjournment : Commissioner Sudler asked for motion to adjourn the meeting

Commissioner Wasfi made motion for the meeting to be adjourned

Vice Chair, Dawn Allen-Pyne second.

Motion carried.

Meeting adjourned at 9:10pm

Respectfully Submitted,

Belinda Talton

DRAFT

DHRC – 2012 PROPOSED RESOLUTION & FUNDING

A. RESOLUTION: CESSATION OF ILLEGAL GANG FORMATION IN DOVER, DELAWARE

****

Whereas; The City of Dover, the State Capital, strives to be a model for all cities in Delaware and the United State.

Whereas; The Mayor and City Council have granted Powers and Duties to the Dover Human Relations Commission, **Pursuant to Article II. Sec. 58-31.**

Whereas; Article II Sec. 58-31 titles (2), (4) and (5) charges the DHRC with developing ways to measure and monitor community relations and offer a range of programs and services that will help Dover residents identify and resolve issues of human relations; anticipating, preparing for, and relieving community tensions arising from intergroup conflict.(Code 1981, § 2-16; Ord. of 2-11-2002)

Whereas; The Dover Human Relations Commission through open discussion with members of the community and the knowledge of local events has found that gun possession and illegal gang activity is at an all-time high.

Whereas; Illegal gangs are a group of individuals consisting of three or more persons whose demoralizing influence, common interest, attitude and graffiti signs significantly contribute to the commission of disruptive behavior and criminal enterprises in the City of Dover.

Whereas; The number of illegal gang organizations in Dover and Kent County has increased over the last few years, cultivating an environment of psychic imprisonment, mistrust and fear among citizens of Dover.

Whereas; Illegal gang culture and activities have played a significant role in student dropout rates, drug activity and random acts of violence, often leaving innocent bystanders paralyzed and traumatized for life.

Whereas; Illegal gang graffiti promoting hate, fear and danger has defaced public and private sector facilities, impeding home and business owner's rights to market or enjoy their property, without unwelcomed and unauthorized graffiti signs.

Therefore, Be it Resolved; That the Residents of Dover, Delaware, the Mayor, City Council, Dover Police Department, Delaware Department of Justice and the Dover Human Relations Commission have observed with dismay the escalation of gang growth and development in our communities and will merge resources and efforts to intensify the pursuit of eliminating illegal gang formation, activities, and communication, including the display of graffiti signs in Dover, Delaware.

Be it Further Resolved; That we will accomplish this goal and establish a New Community and Family Involvement Paradigm for Cessation of Illegal Gang Formation by

1. Cleaning up our streets together, showing resistance to illegal gang formation and unwelcomed graffiti signs through unity and clear purpose;
2. Increasing individual's awareness and accountability for reporting known illegal gang activity and \ or formation in your community.
3. Strengthening parent and family involvement in the childrearing and educational process
4. Implementing and supporting additional intervention and summer programs; and

5. Providing additional funding to the Dover Police Department through grants and other resources to establish additional police stations in areas with high volumes of crime to protect Dover residents from being a target of bias-motivated violence in the City of Dover.

B). Grant Sample: 

OJJDP FY 2012 Defending Childhood Resource Center: Improving the Nation's Response to Children Exposed to Violence.

EXCERPT FROM THE LEGISLATIVE, FINANCE AND ADMINISTRATION COMMITTEE MEETING OF MAY 28, 2013

The Legislative, Finance, and Administration Committee meeting was held on May 28, 2013, at 5:36 p.m. with Chairman Lynn presiding. Members present were Mr. Hare, Mr. Slavin, Mr. Rushe, and Mr. Shevock. Members of Council present were Council President Bonar, Mr. Dixon, and Mr. Hutchison. Mayor Carey was also present.

Proposed Amendments to Chapter 58 - Human Relations Commission

Members were reminded that in March 2001, two (2) incidents occurred which caused racial tension and divisiveness within the City of Dover, as follows: 1) the shooting of a police officer in the Capital Green area; and 2) the death of Mr. Reginald Hannah. As a result, then Mayor Hutchison requested an Emergency Council Meeting to discuss the conflicting issues involving the community, which was held on March 25, 2001. Subsequently, the Delaware Human Relations Commission held a series of Dover Community Meetings throughout the year to begin a dialogue and develop objectives to restore and rebuild the community, together with all citizens of Dover. Those that attended these meetings worked to develop and prioritize a list of issues as well as strategies and objectives to resolve those issues. During those Community Meetings, it was suggested that a local Human Relations Commission be established. As a result, during their Regular Meeting of February 22, 2002, Dover City Council adopted an ordinance establishing the City of Dover Human Relations Commission (DHRC).

Mr. Hutchison advised members of his concerns regarding the Dover Human Relations Commission. He noted that although the Commission was established to restore and rebuild the community, during the past several years, the Commission had experienced low meeting attendance (by both members and citizens), and that the Mayor and Council have received resignations from numerous members. As a result, the Commission has experienced difficulty in obtaining the required quorum of members to convene meetings and conduct official business. In addition, Mr. Hutchison indicated that there had been a lack of communication between the Commission and Council, as well as between the Commission and members of City staff. The Commission had repeatedly jeopardized the City's compliance with the Freedom of Information Act (FOIA) through its disregard of requests to provide detailed meeting minutes.

Mr. Hutchison recommended that the Committee examine the role and performance of the Dover Human Relations Commission to determine the following: 1) if the Commission is fulfilling its purpose; 2) if there is evidence of a continued necessity for the Commission, or if it is a duplication of services provided by other agencies, committees, etc. within the City and/or State of Delaware; 3) the possibility of amending Sec. 58-33 (c) - Meetings, of the Dover Code to limit the Commission to meeting on an as needed basis, in the same manner as many other City committees, commissions and boards, including the Construction Code Appeals Committee, Election Board, Ethics Commission, and Property Maintenance Code Board of Appeals; 4) the possibility of amending Sec. 58-32 (b) - Composition; appointment, of the Dover Code to reduce the membership of the Commission from fifteen (15) to seven (7), which would maintain the threshold originally proposed during the Dover Community Meeting of December 4, 2001; and 5) direct staff to prepare a Proposed Ordinance reflecting the recommendation of the Committee for a First Reading at City Council during the Regular Meeting of June 10, 2013 and Final Reading on June 24, 2013.

Concurring with the concerns of Mr. Hutchison, Mr. Hare also felt that 15 members was too many and stated his understanding that the State Human Relations Commission only meets when a complaint has been filed. He felt that this was the intent of Council when establishing the Dover Human Relations Commission.

Mr. Dixon suggested that training be provided for members of the Commission, as well as the City at-large, by the State Human Relations Commission. He explained that training would provide guidelines for members and give them information on their mission and what could be done to help the City.

Mr. Bonar also agreed that 15 members was too large a body and that if the City chose to continue to have such a commission, its members should be provided a set standard of guidelines so that they have a clear understanding of their duties and responsibilities. As mentioned by Mr. Hare, it was his understanding that holding meetings on a regular basis had sometimes caused members to "go on fishing expeditions" to conjure up issues, which he felt did not serve the City or its citizens. He suggested that members examine the structure and the contents of rules and regulations for the operation of the Commission.

In response to Mr. Slavin, Mr. Hutchison concurred that Recommendation #5, directing staff to prepare a Proposed Ordinance reflecting the recommendation of the Committee for a First Reading at City Council during the Regular Meeting of June 10, 2013 and Final Reading on June 24, 2013, should be delayed until the completion of Recommendations #1-4.

Mr. Roy Sudler, Jr., Chairman of the DHRC, agreed that 15 members may be too many, explaining that it was challenging at times to obtain a quorum at meetings. It was his belief that the State Human Relations Commission had a significant role in the establishment of the by-laws and procedures established for the DHRC. He felt that the State Human Relations Commission could assist the City in providing guidance in functioning more effectively. Mr. Sudler reminded members that he was recently requested to conduct a self-review of the DHRC, which was considered by Council on January 23, 2012. He noted that #7 of that report indicated the need for the DHRC and the City to work together to develop an improved and long-range strategy plan and an annual operational plan for the Commission, which would greatly enhance the Commission and City's ability to monitor, measure, and evaluate the effectiveness of the City and the Commission in meeting its five (5) standard needs. Referring to the five (5) standard needs, he suggested that members consider what had been accomplished since 2010 and review the 2012 Annual Report of the Commission. He felt that members would then be able to make a more educated decision in regard to a plan of action. In conclusion, Mr. Sudler provided a Demand for Hearing, Written Complaint and Memorandum of Record, which was submitted to the DHRC by EShed Alston, expressing his opinion that the DHRC Chairman, Roy Sudler, Jr., should be removed from office ***(Attachment #3)***.

Ms. Linda Hackett, 1117 Charles Drive, advised members that she serves on the DHRC and indicated her desire to meet with City officials to discuss tasks that should be focused on together. She supported the Commission and indicated that there was a lot of work necessary to address many

concerns throughout the City. She relayed her interest in the youth in the City and felt that the Commission should be a viable part of the community and that great things could be accomplished if the City and the Commission worked more closely together. It was her hope that members would be provided an objective and that everyone be made aware of what is expected of both the Commission and the City.

Mr. Shevock moved to recommend that this matter be referred to staff to formulate a recommendation for the Committee's consideration and that a date be established for the First Reading of the related proposed ordinance, seconded by Mr. Hare.

Mr. Slavin relayed his opposition, explaining that what had been recommended was for the Committee to conduct the examination and then the matter would be referred to staff for the drafting of an ordinance. He explained that referring it directly to staff would place them in a difficult position and felt that it would be disingenuous for members to indicate a desire to have discussions of the issues and without holding such discussion. Mr. Slavin suggested that a Special Legislative, Finance, and Administration Committee meeting be scheduled specifically to discuss this issue and noted that there may be a need to have more than one (1) meeting.

Mr. Shevock withdrew his motion, as did the seconder.

Mr. Slavin moved to recommend that the Chair of the Legislative, Finance, and Administration Committee schedule a Special meeting for the purposes of discussing Recommendation Items #1-5 included in the Committee Action Form pertaining to the Dover Human Relations Commission. The motion was seconded by Mr. Hare and carried by a unanimous roll call vote.

Mr. Lynn stated that he would schedule a Special Committee Meeting following Council's approval of the Committee's recommendation.

Attachments
Attachment #3 - Demand for Hearing, Written Complaint and Memorandum of Record submitted by Mr. Eshed Alston

DOVER HUMAN RELATIONS COMMISSION DEMAND FOR HEARING AND WRITTEN COMPLAINT AND MEMORANDUM OF RECORD OF WRITTEN PUBLIC DEBATE CHALLENGE SUBJECT WHY ROY SUDLER SHOULD BE REMOVED FROM OFFICE AND REPLACED TO ROY SUDLER IN HIS OFFICIAL CAPACITY

RECEIVED
NOV - 5 2012
CITY MANAGER MAYOR

Written demand for public discussion from EShed Alston on the subject of the suspected documentation of several public lynching of Black males Mr. Connelly and of Johnny Clark. It is noted I personally took a deposition of a Dover Citizen Henry Fordham. I herein in writing challenge you Roy Sudler in your official capacity to a public debate on two subjects **1**. the factual existence of public lynching of Black men in the city of Dover and **2**. Why you Roy Sudler and your current administration around you should be replaced with a new administration. You Roy Sudler for the public welfare and the good social purposes of the disenfranchized Black community should be replaced by and with someone truly consciencious and employing best practice standards and also possessing professional legal credentials as well as the varied skills and abilites needed to be successful and to be useful in the position you have neglected. You Roy Sudler and your totally oblivious colleages as to what isactually going on should immediately step down for the best interest and the good of the common people of the City of Dover. It is my observation and stated position in writing that you should be removed from your current office and your current position Roy Sudler for gross dereliction of duty and the noted failure to conduct public hearings which is your duty and sole purpose to protect the best interest of all the people for that best interest of the people of the City of Dover you Roy Sudler should step down. Let me know when you are ready to debate me in public on the particular subjects noted my telephone numbers are (302) 264-9568 and (302) 399-90

ESHED ALSTON

So help me **GOD** I swear these facts are true

NOTARY

Came before me this 5th day of Nov.

LILY L. BOYER NOTARY PUBLIC MY COMMISSION EXPIRES ON 10-05-14 STATE OF DELAWARE

#7

ACTION FORM

PROCEEDING: Legislative, Finance, and Administration Committee	**MEETING DATE:** 05/28/13
DEPARTMENT OF ORIGIN: City Council	
PREPARED BY: Denise L. Devine, Assistant City Clerk, on Behalf of Councilman James Hutchison, Sr.	

SUBJECT: Dover Human Relations Commission	**DATE SUBMITTED**: 05/23/2013
RELATED PROJECT: N/A	
APPROVALS: LF&A Committee and City Council	
EXHIBITS: Dover Community Meeting Minutes (May 1, 2001 - December 4, 2001); Chapter 58 - Human Relations, Article II - Human Relations Commission of the Dover Code	
TIMETABLE: Direct staff to prepare a Proposed Ordinance reflecting the recommendation of the Committee for First Reading by City Council during the Regular Meeting of June 10, 2013	

RECOMMENDED ACTION: Councilman Hutchison requests that the Legislative, Finance, and Administration Committee examine the role and performance of the Dover Human Relations Commission to determine the following: 1) if the Commission is fulfilling its purpose; 2) if there is evidence of a continued necessity for the Commission, or if it is a duplication of services provided by other agencies, committees, etc. within the City and/or State of Delaware; 3) the possibility of amending Sec. 58-33 (c) - Meetings, of the Dover Code to limit the Commission to meeting on an as needed basis, in the same manner as many other City committees, commissions and boards, including the Construction Code Appeals Committee, Election Board, Ethics Commission, and Property Maintenance Code Board of Appeals; 4) the possibility of amending Sec. 58-32 (b) - Composition; appointment, of the Dover Code to reduce the membership of the Commission from fifteen (15) to seven (7), which would maintain the threshold originally proposed during the Dover Community Meeting of December 4, 2001; and 5) direct staff to prepare a Proposed Ordinance reflecting the recommendation of the Committee for First Reading at City Council during the Regular Meeting of June 10, 2013 and Final Reading on June 24, 2013.

BACKGROUND AND ANALYSIS

In 2001, two (2) incidents occurred during the month of March (one (1) involving the shooting of a police officer in the Capital Green area, and one (1) involving the death of Mr. Reginald Hannah) which caused racial tension and divisiveness within the City of Dover. As a result, Mayor Hutchison requested an Emergency Council Meeting to discuss the conflicting issues involving the community, which was held on March 25, 2001. Subsequently, the Delaware Human Relations Commission held a series of Dover Community Meetings throughout the year **(Exhibits)**, to begin a dialogue and develop objectives to restore and rebuild the community, together with all citizens of Dover. Those in attendance at these Community Meetings worked to develop and prioritize a list of issues as well as strategies and objectives for resolution.

During the Dover Community Meeting held on August 28, 2001, those present reviewed five (5) alternatives for developing a forum for the community. During the Dover Community Meeting of September 25, 2001, Councilman Eugene Ruane reviewed a list of what he felt the responsibilities of a local Human Relations Commission would entail.

During their Regular Meeting of February 22, 2002, Dover City Council adopted an ordinance establishing the City of Dover Human Relations Commission.

The Commission was established to restore and rebuild the community, however, during the past several years, the Commission has experienced low meeting attendance rates, by both members and citizens, and the Mayor and Council have received resignations from numerous members. As a result, the Commission has experienced difficulty in obtaining the required quorum of members to convene meetings and conduct official business.

Additionally, there is a lack of communication between the Commission and Council, as well as between the Commission and members of City staff. The Commission has repeatedly jeopardized the City's compliance with the Freedom of Information Act (FOIA) through its disregard of requests to provide detailed meeting minutes.

Councilman Hutchison requests that the Legislative, Finance, and Administration Committee examine the role and performance of the Dover Human Relations Commission to determine the following:

1) if the Commission is fulfilling its purpose;

2) if there is evidence of a continued necessity for the Commission, or if it is a duplication of services provided by other agencies, committees, etc. within the City and/or State of Delaware;

3) the possibility of amending Sec. 58-33 (c) - Meetings, of the Dover Code to limit the Commission to meeting on an as needed basis, in the same manner as many other City committees, commissions and boards, including the Construction Code Appeals Committee, Election Board, Ethics Commission, and Property Maintenance Code Board of Appeals;

4) the possibility of amending Sec. 58-32 (b) - Composition; appointment, of the Dover Code to reduce the membership of the Commission from fifteen (15) to seven (7), which would maintain the threshold originally proposed during the Dover Community Meeting of December 4, 2001; and

5) direct staff to prepare a Proposed Ordinance reflecting the recommendation of the Committee for First Reading at City Council during the Regular Meeting of June 10, 2013 and Final Reading on June 24, 2013.

Highlights
Dover Community Meeting
May 1, 2001

- **Partnership**

  Delaware State Housing Authority, Community Leaders, Government Officials, Attorney General Offices, U.S. Department of Justice, HUD, Delaware State University, Wesley College and Delaware Technical Community College, Civic Organizations, and Law Enforcement

- **Media Issues**

  How to approach the Media

- **Education/Community Outreach**

  Feedback from citizens – Dialogue with community leaders
  Market the city
  Hold community meetings
  Proactive v. Reactive Approaches

- **Citizen Police Academy**

- **Involvement of Clergy**

- **Develop a plan of action before the end of school**

DOVER COMMUNITY MEETING MINUTES

The Delaware Human Relations Commission held a meeting on May 15, 2001 at the University of Delaware Paradee Building, Route 113 and Bay Road, Dover, Delaware. The meeting was called to order by Commissioner David W. Hill at 6:45 p.m.

Those present were: Commissioner David Hill, Director of the Human Relations Office, Juana Fuentes-Bowles, Councilpersons, Carleton Carey, Sr., William McGlumphy, John Pitts, Robert Ritter, Eugene Ruane, Stephen Speed, William Truitt, Charles Weller, President of Kent County NAACP, Cecil Wilson, Bishop Marion Lott, Mayor James Hutchinson, Chief of Police designees, Lt. Keith O'Connell and Capt. Ray Taraill, NAACP Community Activist, Travis Mishoe Sudler and NAACP Chair of Labor, Ray Sudler, Jr.

The purpose of the meeting was to begin a dialogue and develop objectives to restore and rebuild the community together with all citizens of Dover. Highlights of the May 1st meeting was discussed. Those highlights were as follows:

Partnership:

Partnering with other entities to establish a working relationship (Delaware State Housing Authority, community leaders, Government Officials, Attorney General Office, U.S. Department of Justice, HUD, Delaware State Housing Authority, Wesley College, Delaware Technical and Community College, Civic Organizations and Law Enforcement).

Media Issues:

How they can approach the Media. How the media portrays races and cultures. How media self-evaluates news.

Education/Community Outreach:

Feedback from citizens – Develop ways to dialogue with community leaders; ways to market the City of Dover, holding public meetings and how to be proactive vs. reactive approaches.

Citizen Police Academy:

How the academy functions. How it can be a resource to the community.

Involvement from the Clergy:

Participation from all clergy.

The group felt that a plan of action should be developed before the end of the 2001 school year.

From those Highlights of the May 1, 2001 meeting, seven issues were developed:

(1) Isolation
(2) How citizens are viewed by local officials; i.e. stereotyping, race profiling, labeling.
(3) Media
(4) Dover Police Department
Recruitment, Promotion, Retention of minority group members
(5) How citizens view police, i.e. stereotyping, fear, advocacy role.
(6) Capitol School District role
Recruitment of minority teachers and administrators, school board issues.
Ratio of minority students vs. minority teachers and administration
(7) The anger of citizens

Several strategies were discussed; citizen police academy, opportunities, hold council meetings in council members districts, partner with groups, proactive approaches, develop diversity programs, community league, community review boards, civic association involvement, partner with multi-housing units and their managers, invite the community to the roundtable.

The group agreed with the issues discussed and a ranking should take place to address immediate issues first and respectively followed. They further discussed inviting other members to the table. The group felt that once the issues have been identified and agreed upon, strategies and objectives should be developed for implementation.

All members present were asked to prioritize the issues and be prepared to talk about strategies and objectives for each issue by next meeting.

The meeting was adjourned at 8:45 p.m.. The next meeting is scheduled for June 6, 2001 at 6:30 p.m. at University of Delaware, Paradee Building, Route 113 and Bay Road, Dover, Delaware.

DOVER COMMUNITY MEETING MINUTES

The Delaware Human Relations Commission held a meeting on June 6, 2001 at the University of Delaware, Paradee Building, Route 113 and Bay Road, Dover, Delaware. The meeting was called to order by the Director of the Division of Human Relations, Juana Fuentes-Bowles. Commissioner David Hill was unable to attend the meeting due to illness.

Those present: Director of the Division of Human Relations, Juana Fuentes-Bowles, Mayor James Hutchinson, Lt. Keith O'Connell, Roy Sudler, Jr. Evangelist Shirley Caldwell, Pastor Richard Avant, Bishop Marion Lott, Pastor William Fitzhugh, Councilpersons, John Pitts and Gene Ruane, Elder W.R. Dixon, Elder Paul Caldwell, Bridget Avant and Ray (FAMBCF).

The meeting opened with an introduction of the people present. The meeting was a continuation from the last meeting (May 15, 2001) on the development of strategies and objectives to restore and rebuild the Dover Community. The highlights of the May 15 meeting were discussed. The issues were prioritized as follows:

Issues

(1) Concern of Citizens
(2) How citizens are viewed by local officials
(3) How citizens view the Police Department
(4) Isolation
(5) Dover Police Department (Recruitment, promotions, retention, new hires, etc.)
(6) Role of the Capital School District
(7) Media

Discussion took place on different strategies and objectives that can be placed under some of the issues. Those Strategies and objectives were as follows:

Strategies ad Objectives

- How to get citizens involved (i.e. clergy)
- Neighborhood watch program
- Talk with citizens
- Identify communities
- Identify representation from those communities
- Communication
- Meetings being conducted (i.e. neighborhoods)
- Council to hold district meetings
- Hold community meetings
- Mobilization of a Task Force
- Develop a Citizen Concern Board

- Information meetings held by identified entities
- Establish community organizations
- Hold Block Parties
- Citizen Police Academy
- Opportunities
- Partner with Groups
- Develop Diversity Programs
- Develop Civic Associations
- Invite community to a roundtable

All members present were asked to look at some of the strategies that were identified and place them under a issue that was identified and to develop other strategies for the identified issues.

Discussion took place in identifying communities within Dover that are not organized. Some that were mentioned are: Capital Green, Manchester Square, Liberty Court, Whatcoat, Simmon Circle and Schoolview.

Roy Mishoe Sudler introduced information entitled "Meeting Agenda for the NAACP reference to the State of Delaware, Division of Human Relations Commission" to the group. It was decided by the group to review the information for discussion at the next meeting. (Attached)

The group agreed to invite Diane Mitchum, U.S. Department of Justice at the next meeting.

The meeting was adjourned at 8:10 p.m.. The next meeting is scheduled for June 19 at 6:30 p.m.

DOVER COMMUNITY MEETING MINUTES

The Delaware Human Relations Commission held a meeting on June 19, 2001 at the Del Dot Administrative Building, Route 113 and Bay Road, Dover, Delaware. The meeting was called to order by the Director of the Division of Human Relations Juana Fuentes-Bowles at 6:45 p.m. Commissioner David W. Hill was unable to attend. The meeting opened with a prayer from Bishop Marion Lott.

Those present were: Director of the Human Relations Office, Juana Fuentes-Bowles, Captain Ray Taraila, Evangelist Shirley Caldwell, Pastor Anthony Wallace, Pastor Dan Burton, Bishop Marion Lott, Pastor William Fitzhugh, Councilpersons, Carleton Carey, Sr., William McGlumphy, and Eugene Ruane, Reverend James Hill, Sr., Jerry Alston, Paul Caldwell, House of Pride, Ray Famble, Don Doyle, Alphonso Cottman, Victor Couch and Samuel Rodgers, Reverend Anna Watson and Commissioner Marian Harris. There were two other individuals present whose names could not be translated.

The meeting opened with an introduction of the people present. The meeting was a continuation from the June 6, 2001 on the development of strategies and objectives to restore and rebuild the Dover Community.

Discussion took place on the issues that were prioritized by the group. Those issues were:

Concern of Citizens:

How citizens are viewed by local officials. How citizens view the Police Department, Isolation, Dover Police Department recruitment, promotions, retention and new hires, Role of the Capitol School District and the Media. The group decided to address the first issue (Concern of Citizens) strategically. The group felt that Citizens felt they were in fear if they made a complaint at the Police Station. Also citizens did not know the process to file a complaint.

A discussion took place on how to implement a Citizen Police Review Board as a strategy to the issue. Information has been offered by Captain Ray Taraila on what the Dover Police Department Complaint Process is presently.

The Group decided to develop a task force to develop a complaint process and report to the group. The task force members are Bishop Marion Lott, Jerry Alston, Reverend James Hill, Reverend Anna Watson and Captain Ray Taraila. The next scheduled meeting for the **Task Force** is June 26th at 4:00 p.m. at the Dover Police Department, 400 S. Queen Street, Dover, Delaware.

The meeting adjourned at 8:00 p.m. along with a closing prayer by Pastor William Fitzhugh. The next **Community Harmony** meeting is scheduled for July 24th at 6:30 p.m. at the Dover Police Department, 400 S. Queen Street, Dover, in the Public Assembly Room.

Minutes of the Dover Community Meeting
Dover City Police Department, July 24, 2001

The DHRC held a meeting on July 24, 2001 at the Dover City Police Department, Dover, Delaware. Juana Fuentes-Bowles, the Director of the Division of Human Relations, was away on business. Therefore, the meeting was called to order by Human Relations Investigator, Sharese McGhee at 6:40 p.m.

Those present were: Human Relations Investigator, Sharese McGhee, Mayor James Hutchison, Captain Ray Taraila, Evangelist Shirley Caldwell, Bishop Marion Lott, Pastor William Fitzhugh, Councilman Eugene Ruane, Councilman Stephen Speed, Clergy Paul Caldwell, Elder Wallace Dixon, City Manager Anthony De Prima.

The meeting opened with silent meditation. The group remembered Emily Morris. The meeting started with each one introducing him/herself to the group. There was further discussion on developing strategies and formulating objectives on how to restore and rebuild the Dover community. The discussion was a continuation from the groups' first prioritized issue.

Concern of Citizens

Draft citizen's complaint form. Bishop Lott along with Capt. Ray Taraila presented a draft. The information was pulled from the Wilmington Police, NCC Police, Human Relations and Department of Corrections. Prior to this, the Dover City Police Department did not have forms in place that a person would receive. Complaints are logged in. Suggestions were made to (1) make the complaint form on one piece of paper; (2) title needs to express the message of complaint; (3) add lines concerning if force was used e.g. physical, injuries, chemical, hospitalization, etc.; (4) swearing or affirming should be placed by the signature line; (5) form to be housed at Dover City Police Department.

Capt. Ray will draft a brochure/flyer to explain the complaint process. Human Relation Commission will submit final draft to Dover Police for final decision. The group wants it to be noted that this form came out of discussion from citizen's perspective rather than the state agency. This matter was referred back to the task force to complete final draft. A meeting with the task force is in the process of being scheduled.

Police Citizens Review Board

Lengthy discussion took place regarding this topic. The group had concerns about the title. The title needs to be changed. Suggestion: Citizens Advisory Council.

Discussion on the implementation of the mayor's new Executive Advisory Board. The group wanted to know if this board would serve the group's purpose. It was decided that a board is still needed. This issue was tabled for next meeting's agenda.

Bridging the Gap in the Community

The group decided it needed to identify the leaders in the community, that more that one or two leaders should be identified. To be able to identify leaders, sections of the city must be defined which would require a review of the city's map. It was agreed that leaders would be able to foster dialogue within the community.

Mayor Hutchison will contact Dr. DE Lauder of Del-State University to elicit his help in drawing a list. Gene Ruane will do the follow-up. This item was tabled for next meeting's agenda.

The meeting adjourned at 8:10 p.m. The next meeting is scheduled for **Tuesday, August 28, 2001 at 6:30 p.m. at the Paradee Building Conference Room of the University of Delaware, located at Rt. 113 & Bay Road, Dover.**

The task force will set its own meeting date.

DOVER COMMUNITY MEETING MINUTES
U. of DE Parade Building
August 28, 2001

The Delaware Human Relations Commission held a meeting on August 28, 2001 at the University of Delaware Paradee Building, Dover, Delaware. The meeting was called to order by Juana Fuentes-Bowles, Director of the Division of Human Relations, at 6:35 p.m.

Those present were: Director of the Human Relations Office, Juana Fuentes-Bowles, Rev. James Hill, Jr., Bishop Marion Lott, Sr., Pastor Dan Burton, Rev. William Fitzhugh, Tony DePrima, Paul Caldwell, Shirley Caldwell, Eugene Ruane, Elder Dixon, Rev. Richard Avant, Reuben Salters, and John Pitts.

Bishop Lott revised the discussion regarding the complaint form. He updated the group on the status. Captain Ray Taraila called and indicated he was not able to attend the meeting. Bishop Lott stated that the only outstanding issue with the complaint form was it being a 4-copy form. One copy would go to the Police Department, one to Internal Affairs, and one to the Advisory Board, if this is developed, or some sort of Board or Council that would be a neutral body to look at the complaint. The other outstanding issue was to educate the community on the new form. Captain Taraila is to develop a media campaign to educate the community. Bishop Lott and Juana Fuentes-Bowles will follow-up with Captain Taraila to see where the complaint and media information stands.

Discussion took place what route the group should have on how to develop a forum for the community, to express their concern on issue for resolution. Several suggestions were offered:

- Each city council person elect a person from their District to be a member of a sub -committee that would report to the council.
- Citizen Review Board
- Develop a Task Force
- Develop a local Human Relations Commission
- Police Review Board

The group discussed the possible purpose of such a committee, i.e., Data Bank, Diverse Group of Members, something permanent, handle <u>all</u> issues not just police issues.

The group decided to look into developing a local Human Relations Commission. They felt that this idea would benefit the whole community. They requested the Human Relations Commission find other local government that have Human Relations Commissions and get information forwarded to them for review. Juana Fuentes-Bowles indicated there are many local governments that have Human Relation Commissions. She will follow-up and see what information she can gather to forward to the group.

Eugene Ruane discussed a Police Ad that was recently in the paper that was recruiting for a Police Officer. Bishop Lott will follow-up with the police ad to see if the Police Department can

extend the recruitment date. Talk to local churches about the recruitment. They are going to also see if someone can go to local churches to talk about police recruiting.

Discussion took place regarding bridging the gap in the community. Tony DePrima indicated Mayor Hutchison did talk with Dr. DeLauder regarding assistance with identifying community leaders, and he gave him full cooperation in assisting. Eugene Ruane talked with Dr. Altson(?) and Dr. Johnson from Delaware State University and they said they would be willing to talk to the Group about how they can assist with identifying community leadership. They are willing and wanting to assist. This is through the social of social work about Delaware State University. Eugene Ruane will follow-up and see if they can attend the October 23, 2001 group meeting at 6:30 p.m.

The group was charged with attending the next meeting with a list of leaders they know of in their community. This list will be completed and it will be a starting point.

Reuben Salters mentioned to the group about the League of Government promoting race relations. He indicated last year the Mayor recognized a day for race relations. He will like to continue this effect and asked the group to endorse his effects. The group agreed to send a letter to the mayor and Bishop Lott, along with Elder Caldwell will draft the letter. The meeting adjourned at 8:10 p.m. The next meetings scheduled are September 25th at 6:30 p.m. and October 23rd at 6:30 p.m.

DOVER COMMUNITY MEETING MINUTES
Del Dot Building
September 25, 2001

The Delaware Human Relations Commission held a meeting on September 25, 2001 at the Department of Transportation (DelDot), Dover, Delaware. The meeting was called to order by Juana Fuentes-Bowles, Director of the Division of Human Relations, at 6:35 p.m.

Those present were: Director of the Human Relations Office, Juana Fuentes-Bowles, Evangelist Shirley Caldwell, Councilman Carleton E. Carey, Sr., Tony DePrima, Honorable James L. Hutchison, Bishop Marion Lott, Lt. Keith O'Connell, Councilman Eugene B. Ruane, Roy Sudler, Jr., Captain Ray I. Taraila, and Cecil Wilson.

The meeting opened with a discussion of the complaint form and understanding of the complaint process. Captain Taraila went over the Complaint Process. There were minor changes to the document and Captain Taraila will make the changes for final form. The group agreed to have a press conference introducing the new process. The Press Conference will be held on October 22, 2001 at 7:30 p.m. in Council Chambers.

A letter will go out to the Chief of Police recommending his acceptance of the complaint form and process prior to the Press Conference. Further discussion took place on how the process was going to inform the public. The group agreed that a promotional campaign should take place, and the Police Department will follow through with promoting the process to the citizens of Dover.

Councilman Ruane briefly discussed the development of a local Human Relations Commission. He handed out what he felt should be the responsibilities of this Commission. They are:

- Review City programs, activities, functions and ordinances, and make recommendations to the City Council for new, amended or changed programs, functions, activities, or ordinances which would improve human relations in the city.
- Inquire into incidents of inter-group conflicts and disputes within the city and take such action, as may be designed to alleviate such conflicts and disputes.
- Promote and encourage communication between, and cooperation of, all groups interested in bettering human relations in the city.
- Seek the active assistance of the State Human Relations Commission in the solution of complaints of alleged discrimination, which fall within the jurisdiction of the State Commission.
- Engage in such research, education, and advocacy as in the judgement of the Commission of the City Council, may be needed to improve human relations in the city.

Councilman Ruane asked the group to review the responsibilities of a commission for discussion at the next scheduled meeting, November 20, 2001 at 6:30 p.m. The meeting was adjourned at 8:30 p.m.

DOVER COMMUNITY MEETING MINUTES
155 S. Bradford Street, Dover
December 4, 2001

A meeting for the Community Harmony Ad Hoc Committee for establishing City of Dover Human Relations Commission was held on December 4, 2001 at 1:00 p.m. at 155 S. Bradford Street, Dover, Delaware. The meeting was called to order by Sharese McGhee, Investigator with the Division of Human Relations.

Those present were: Human Relations Office Investigator, Sharese McGhee, Councilman Reuban Salters, Bishop Marion Lott, Councilman Eugene Ruane, Pastor William Fitzhugh, and Pastor Anthony Wallace.

Councilman Ruane submitted an extended draft of Human Relations Ordinance. Councilman Salters raised the issue of whether or not there would be a 'conflict of interest,' because the City Council will have to approve it. Councilman Ruane didn't believe that it would be a conflict, because members of the City Council who vote will not be a part of this meeting. It was decided that this was not a conflict of interest. Powers and duties will be approved by the large committee. The rest of draft needs to be decided upon. Using the Department of Justice effective guidelines, re-define the bullets on Page 9 on the goals, to not hit civil rights issues, this draft is for consideration. This Commission will work on the State Commission. Need to make sure it is known that this Commission not trying to replace the State Human Relations Commission.

This Commission will refer issues to other agencies.

This group is basically a mediation group to make sure things are equal.

This group would give Mayor an outlet to turn to.

This draft suggests giving Mayor and Council authority to appoint Commissioner's.

This Commission should be made up of the population of diverse group; i.e., minorities representing 37% minorities, then committee will respect that.

Guideline represent 7-15 members. Councilman should appoint someone from their district and Mayor appoints. Noted in the draft on page (2) Establishment appointment; composition; terms of office (d) the group decided the members selected should be 15 members; 5 Mayor, 10 appointed by President.

The members felt that under the expenses there probably wouldn't be funding for the budget this year.

The members of the Ad Hoc committee were in agreement with the draft of the ordinance for the Human Relations Commission submitted by Councilman Ruane.

The members of this committee wanted this draft to be submitted to the entire Community Harmony Committee at a brief meeting to discuss the draft of the ordinance. The next meeting will be held on December 17th at 6:30 p.m. at 155 S. Bradford Street, Dover.

EXCERPT FROM CITY COUNCIL MEETING MINUTES OF OCTOBER 22, 2001

HUMAN RELATIONS COMMITTEE UPDATE

Ms. Juana Fuentes-Bowles, Director of the Delaware State Division of Human Relations advised members that a group of community members have worked diligently to begin dialogue, and develop objectives and strategies to restore and rebuild the community. As an enforcement agency of the State Human Relations Commission, she stated that there are many tasks one of which is to promote amicable relationships among all racial ethnical groups in the State of Delaware. During the past six (6) months, the State Human Relations Commission felt that due to the climate in the Dover community, it was important to take necessary steps to develop strategies to avoid potential escalating tension within the community.

Ms. Fuentes-Bowles relayed appreciation for those members of Council and staff that have been participating in the meetings that have occurred for the past several months. As a result, she stated that the group has identified seven (7) priority issues that need to be addressed, as follows: 1) concerns of citizens; 2) how citizens are viewed by local officials; 3) how citizens view the Dover Police Department; 4) isolation; 5) Dover Police Department recruitment, promotions, retention, new hires, minority group members, etc.; 6) role of the Capital School District; and 7) the media.

Referring to the first issue being citizens' concerns, Ms. Fuentes-Bowles explained that citizens feared that if they made a complaint, there would be adverse actions towards them, and that many were not aware of how to make a complaint to the City or the Police Department. A Task Force was developed in formulating a process to address these issues. On behalf of the Task Force, she presented a new Citizen Complaint Form and Citizen Complaint Process Brochure to Chief Horvath developed to be used by the City of Dover Police Department. It is hoped that the Chief, as well as Mayor and Council will welcome and implement the form and brochure as a part of City policy.

On behalf of the Dover Police Department, Chief Horvath commended all those that worked on this project and relayed assurance that the new form and brochure will be utilized, stating his feeling that it will enhance the department's public service.

Ms. Fuentes-Bowles advised members that the next Human Relations Commission's meeting is scheduled to be held on November 20, 2001 at 6:30 p.m. at the State DelDOT facility. The topic for discussion is to consider the establishment of a local Human Relations Commission.

Council President McGlumphy thanked Ms. Fuentes-Bowles and the members of the Human Relations Commission and other community participants for beginning the building of harmony in the City and for taking positive action in this regard.

ARTICLE II. - HUMAN RELATIONS COMMISSION

Sec. 58-31. - Purpose.
Sec. 58-32. - Established; composition; appointment; representation; holding other office; removal from office; terms of office; vacancies; reappointments.
Sec. 58-33. - Organization; quorum; meetings; rules of procedure; limitation of functions; agreements; compensation; legal counsel; reports.
Sec. 58-34. - Expenses.
Sec. 58-35. - Conflicts of interest.
Sec. 58-36. - Powers and duties.

Sec. 58-31. - Purpose.

The city council has deemed it to be in the best interest of the city to establish a human relations commission to include members who are broadly representative of the entire community and who are committed to a philosophy of inclusion, intergroup cooperation, and fair treatment that will effectively help the city meet the following needs:

(1) *Fairness, respect.* Promote and develop an environment of fairness and respect among its citizens;

(2) *Monitoring.* Develop ways to measure and monitor community relations, particularly those that are sources of intergroup conflict;

(3) *Intergroup relations.* Involve all segments of the community in understanding and appreciating the benefits of positive intergroup relations;

(4) *Issues.* Offer a range of programs and services that will help its residents and neighborhoods prevent and resolve issues of human relations; and

(5) *Intergroup conflict.* Develop ways of anticipating, preparing for, and relieving community tensions arising from intergroup conflict.

(Code 1981, § 2-16; Ord. of 2-11-2002)

Sec. 58-32. - Established; composition; appointment; representation; holding other office; removal from office; terms of office; vacancies; reappointments.

(a) *Established.* There is hereby established an advisory commission to be known as the "City of Dover Human Relations Commission," to carry out the objectives as described in this article.

(b) *Composition; appointment.* The commission shall consist of 15 members, all residents of the city. Five of these members shall be appointed by the mayor and confirmed by the city council. Ten of these members shall be appointed by the president of the council, based upon recommendations from the council and confirmed by the council.

(c) *Representation.* In selecting the membership of the commission, the mayor and president of the council and the council shall take particular care to ensure that the commission is broadly representative of racial, religious, gender and ethnic groups residing in the city.

(d) *Holding other office; removal.* No member of the commission shall hold any elected or appointed office under the government of the United States or the state, county, or city. The mayor or the city council president may remove members of the commission, with the concurrence of the city council, for substantial neglect of duty, or gross misconduct in office.

(e) *Terms of office; vacancies.* A member of the commission shall be appointed for a term of office of three years and until his successor has been appointed and has qualified. The appointees shall be appointed for staggered terms of office. When a vacancy occurs in the membership of the commission, it shall be filled by appointment for the unexpired portion of the term in the same manner as the original appointment.

(f) *Reappointments.* Members may be reappointed.

(Code 1981, § 2-17; Ord. of 2-11-2002; Ord. No. 2010-23, 8-23-2010)

Sec. 58-33. - Organization; quorum; meetings; rules of procedure; limitation of functions; agreements; compensation; legal counsel; reports.

(a) *Organization.* The human relations commission shall annually elect its own chairperson to preside over its meetings and may create and fill such other offices and committees among its members as may be found necessary and proper for its effective organization.

(b) *Quorum.* A majority of the membership of the commission shall constitute a quorum and, if a quorum is present, a vacancy on the commission shall not impair the right of the remaining members to exercise all the powers of the commission.

(c) *Meetings.* The commission shall hold such meetings as may be deemed necessary for the completion of its purposes, responsibilities and functions. Regular meetings shall be held at least once per month unless there is no business to be considered by the commission. Special meetings may be called by the chairperson or three members of the commission.

(d) *Rules of procedure.* The commission is also authorized to adopt rules of procedure for the conduct of its meetings.

(e) *Functions limited.* The commission shall not involve itself in activities or functions already assigned by law or decree to other governmental bodies.

(f) *Agreements.* The commission may enter into agreements and build partnerships with other entities and organizations for the purpose of more efficiently and effectively carrying out its responsibilities.

(g) *Compensation.* Members of the commission shall receive no compensation.

(h) *Legal counsel.* The city solicitor shall provide legal counsel to the commission and shall be the legal representative of the commission in connection with its duties hereunder, on a case-by-case basis, or determine that outside counsel is needed and obtain such outside counsel for a particular matter.

(i) *Reports.* The commission shall make such reports to the mayor and city council as shall be periodically necessary. An annual report of its accomplishments and a summary of its recommendations, as appropriate, shall be sent to the mayor and the city council.

(Code 1981, § 2-18; Ord. of 2-11-2002)

Sec. 58-34. - Expenses.

(a) *Budget.* The city council may appropriate a budget for the city human relations commission to provide for necessary expenses and expenditures.

(b)

Other funding. The commission may also receive funding from other governmental, philanthropic or private organizations for the exclusive purpose of carrying out its responsibilities.

(Code 1981, § 2-19; Ord. of 2-11-2002)

Sec. 58-35. - Conflicts of interest.

If any member of the human relations commission concludes that he has a conflict of interest with respect to a matter which is pending before the commission, that member shall disqualify himself from participating in any deliberations, discussions and decision making processes of the commission.

(Code 1981, § 2-20; Ord. of 2-11-2002)

Sec. 58-36. - Powers and duties.

The powers and duties of the human relations commission shall be to:

(1) *Recommendations.* Review city programs, activities, functions and ordinances, and make recommendations to the city council for new, amended or changed programs, functions, activities or ordinances which would support inclusiveness and civility among city residents and enhance communication and understanding among residents of the city;

(2) *Intergroup conflicts.* Inquire into incidents of intergroup conflicts and disputes within the city and take such action as may be designed to alleviate such conflicts and disputes;

(3) *Intergroup cooperation.* Promote and encourage communications between and cooperation of all groups interested in bettering human relations in the city;

(4) *Complaints.* Seek the active assistance of the state human relations commission in the solution of complaints of alleged discrimination which fall within the jurisdiction of the state commission;

(5) *Research, education, etc.* Engage in such research, education and advocacy as, in the judgment of the commission or the city council, may be needed to improve human relations in the city;

(6) *Programs.* Develop and maintain programs that build positive relations among communities and enhance problem-solving skills among residents throughout the city;

(7) *Other functions.* Do all other acts and deeds necessary and proper to carry out and effectively accomplish the objectives, functions and services contemplated by the provisions of this article.

(Code 1981, § 2-21; Ord. of 2-11-2002)