DOVER HUMAN RELATIONS COMMISSION
A G E N D A

MARCH 27, 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 - February 27, 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. New Business
   A. Formation of Grant Ad-Hoc Committee
   B. Formation of Resolution Ad-Hoc Committee

8. Scheduling of the Next Regular Meeting

9. Announcements

10. Adjournment by 9:00 P.M.

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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 FEBRUARY 27, 2013

CITY COUNCIL CONFERENCE ROOM, CITY HALL, DOVER

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

1. **Call to Order/Roll Call:** Chairman, Roy Sudler, Jr. called the Dover Human Relations Commission Meeting to order on this day, Wednesday, February 27, 2013 at 7:00 p.m.

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

3. **Agenda Additions & Deletions:**

   Chairman Sudler added item **(a) Adoption of Minutes** to the Agenda and items **(b) Ad Hoc Committee for Resolution Proposal (c) Ad Hoc Committee for Grant Proposal and (d) Commissioners Wasfi report on her meeting with a Native American Chief** to the **New Business** section of the Agenda

   a. **Adoption of the Minutes of January 23, 2013**
   After reviewing the minutes of 1/23/13, Chairman Sudler asked for a motion to accept the minutes
   Ellen Wasfi motioned to accept the minutes of January 23, 2013 with the proper corrections.
   Dr. Linda Hackett second.
   Motioned carried.

   Adoption of the Minutes of November 28, 2012
   After reviewing the minutes of 11/28/12, Chairman Sudler asked for a motion to accept the minutes
   Dr. Edamatsu motioned to accept the minutes of November 28, 2012 with the proper corrections.
   Vice Chair Dawn Allen-Pyne Second.
   Motioned carried.

   Commissioner Wasfi suggested that the Commissioners should draft a follow up letter to the Dover Police Department in regards to Henry Fordham complaint that was mentioned in November 28, 2012 minutes**.** Commissioner Wasfi also suggest that we check with the State Human Relations Commission to see if they received any information on this matter first and then ask if they would jointly sign off on the letter of inquiry that will be sent to the Dover Police Department.

4. **Presentation – Capital Mentoring Program:**

   Capital School District Mentor Coordinator, Steffi Holmes gave a presentation for the Capital School District's Mentoring Program. Miss Holmes informed the Commission that the program is geared for children grades K-12. Mentors are loving adults from the community ages 18 and up who are looking to make a positive impact in a child's life. The program offers free 3 hour training session every month for those who are interested in becoming a Mentor as well as free background checks which are completed every two years. It is a 6 week process to become a Mentor. Ms. Holmes concluded her presentation by handing out brochures and applications to everyone present and personally inviting each Commissioner to join Capital School District's Mentoring Program.

(Adjourned - 10 Minute Recess)

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

6. **Chair's Report:**

Chairman Suddler reported that in February 2013 he worked on a letter that needed to be drafted to the Mayor and City Council in regards to the intake form process and the Commissioners concerns.

That concluded the Chairman's Report of February 2013.

7. **Committee Report:**

a. **School Programs**
Commissioner Wasfi – mentioned that having the Study Circle at the Dover Library during the week will not work being that the library closes at 8pm and not 9pm. It was suggested that we facilitate the Study Circle on the weekends to avoid interruption in dialogue if we go over time. After making observation it was noted that the Study Circle for the Commissioners should to be more diverse both in race and gender.

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

c. Assessment:
Commissioner Edamatsu – nothing to report at this time.

d. Intake Forms:
Commissioner Warfield – not present to report.

8. **New Business:**
   a. **Annual Report –** Commissioners reviewed final report that will be submitted at the next City Council Meeting for Council approval.
   Chairman Sudler asked for a motion to accept the 2012 Annual Report
   Commissioner Edamatsu motioned to accept the 2013 Annual Report with the proper corrections.
   Dr. Hacket Second.
   Motioned carried.

Chairman Sudler suspended items **b**, **c** and **d** that are listed below until our next meeting.

   b. **Ad Hoc Committee for Resolution Proposal**
   c. **Ad Hoc Committee for Grant Proposal**
   d. **Commissioners Wasfi report on her meeting with a Native American Chief**

9. **Scheduling of the Next Regular Meeting**: March 27, 2013 @ 7pm at Dover City Hall

10. **Announcements:**
   a. Chairman Sudler asked if all the Commissioners could show up for the March 11th City Council Meeting at 7:30pm regards to acceptance and approval of the Dover Human Relations Commission Annual Report**.**

11. **Adjournment : Commissioner Sudler** asked for motion to adjourn the meeting
Commissioner Wasfi made motion for the meeting to be adjourned
Commissioner Edamatsu second.
Motion carried.

Meeting adjourned at 9:30pm

Respectfully Submitted,
Belinda Talton