



**RACIAL EQUITY AND SOCIAL JUSTICE ADVISORY COMMITTEE**  
**May 15, 2024 (6:30 P.M.)**

**MEETING MINUTES**

**ATTENDEES:**

Checked boxes indicate present. Unchecked boxes indicate absence.

*Community Members:*

Shane Lloyd  Jared Hautamaki  Sonia Canzater  Isaac Cudjoe  Pat Grant  
 Tasnuva Khan  Gustavo Torres

*County Staff Members:*

Selena Mendy Singleton (Parliamentarian)  Anthony R Alston  Shawn Bartley  
 Betty Lam  Lieutenant Ornsby O'Neil  James Stowe  Aisha Williams (Botten)

**Office of Racial Equity and Social Justice Staff:**

Tiffany Ward;  Harriet Shangarai  Andrea Gardner

**Guest/s:**  Randy Lamb  Jennifer Prillman (Community Advocate)

**CALL TO ORDER**

The meeting was called to order at 6:32 PM: by Dr. Pat Grant, Chair, of the Racial Equity and Social Justice Advisory Committee (RESJAC)

**Attendees:** The chair conducted a roll call to confirm the attendance of committee members

**AGENDA**

- Following changes/additions were made to the agenda:
  - Correction noted: Review of April 17th minutes (not March 20th)
  - We have a guest – Ken Hartman (to speak after during “unfinished business”)
  - Discussion on RESJAC quorum policy
  - Discussion on ideas for future meetings
- Motion to adopt the agenda by Betty Lam (with changes accepted). Dr. Cudjoe seconded the motion.
- Vote conducted; agenda adopted.

## MINUTES

- The April 17<sup>th</sup>, 2024, minutes were adopted with no objections.

## UNFINISHED BUSINESS:

### **(Guest speaker) Ken Hartman:**

- Tiffany Ward introduced guest speaker, Ken Hartman.
- Ken Hartman, Assistant Chief Administrative Officer for Montgomery County
  - Discussed quorum policies and procedures (there have been noted concerns from the committee)
  - Highlighted county rules and Roberts Rules of Order regarding quorums
    - Vacancies are not counted toward quorum, only current voting members
    - Automatic resignation if a committee member misses multiple meetings (ex. Committee meets 10 to 12 times per year, 4 missed meetings)
  - Addressed questions about member attendance and resignations due to absences
    - Extenuating circumstances can be considered if communicated to staff and chair.
    - Up to 3 meetings can be missed without action (warning may be provided)
  - Discussed the need for in-person meetings to build better team dynamics
- External partnerships with other organizations
  - Ken Hartman discussed co-sponsoring events with other organizations
  - Emphasized working closely with Tiffany and ensuring transparency
  - Highlighted the need for written documentation and alignment with organizational values
  - Recommendations to report sponsorships to the council for transparency
  - Tiffany suggested developing a list of criteria for co-sponsoring external events with other organizations
  - Pat suggested there be a written proposal submitted for co-sponsorship of any particular event so that it can be reviewed by the committee for approval
- Meeting Formats:
  - Committee Attendance and Roll Call:
    - Proposal for a check-out system to verify late joiners to the meeting
    - Suggestion to use chat for late joiners to announce their presence
  - Most committees continue meeting online
  - Importance of setting aside some meetings in person for better engagement and decision-making

### **Status of RESJAC Retreat:**

- In-person retreat scheduled for next month on June 12<sup>th</sup> from 6 pm to 9 pm
- Focus on team-building and prioritizing issues
- The opportunity to meet in person and discuss workgroup issues
- Location: Executive Office Building – invitation with more details will be sent out
- Dr. Khan and Gustavo Torres volunteered to plan the retreat

### **Update on Issue Topics:**

- Shane Lloyd – **Issue 1:** Tighter coordination with the RESJ leads
  - Shane was not present for the meeting
  - Corresponded with Dr. Grant via email with clarifications on DEI updates and how they correlated with RESJ leads.
  - Material included in the document is from a brainstorming exercise and would need to connect with the Director of RESJAC to discuss opportunities
  - Will try to share some free resources
- Dr. Isaac Cudjoe - **Issue 2** - Growing national movements against Diversity, Equity, and Inclusion initiatives.
  - Discussion on Diversity, Equity, and Inclusion (DE&I) Training
  - Proposal for a DE&I expert to educate the committee and community
  - Importance of collective learning about DE&I developments and policies
  - Discussion on potential speakers and timing (June or July)
- Betty Lam - **Issue 3:** Finding alignment and adding the voice of RESJAC with the Anti-Hate Task Force:
  - Discussion on the recommendation for an ombudsman to address anti-hate issues
    - Selena clarified that the recommendation for an ombudsman was for the County Executive to appoint the ombudsman, not the council
  - Other recommendations that were presented by the six cohorts, some of which the council is currently working on include:
    - Cultural competency training
    - Anti-hate, Anti-bias training and Bystander training

### **Status of Palm Card:**

- Draft was distributed with agenda to all committee members
- Suggestion was made for the image to portray more diversity
- Sonia will work on changes and follow up with Selena's suggestion to obtain an image from the public information office by making this request with Tiffany.

### **Status of Nominating Committee:**

- The nominating committee (Dr. Grant, Dr. Khan, Dir. Stowe, and Ms. Ward) provided the recommendations to the County Executive (CE)
- Waiting to hear back from the CE office on confirmation of the appointed members
- There may be an opportunity to invite the newly appointed members to the RESJAC retreat

### **External Partnership Request:**

- Last meeting, there was a request to partner with NCW Potomac Valley Mental Health Program for an event on May 30th at the People's Community Baptist Church.
- Partnership remains an action item despite hearing from a representative.
- In the prior meeting, a motion was to approve the partnership pending more information from Ken and the county.
- Earlier, Ken outlined key steps:
  - Collaboration with the Office of Racial Equity and Social Justice.
  - Determining logo usage.
- Currently there is no formal written agreement.
- Speakers identified: a clinical psychologist and a doctor of divinity.
- The event will address mental health challenges and strategies within minority communities.
- The event has an interactive format, involving audience surveys to tailor the discussion.
- Acknowledgment of the need for formalized procedures for handling similar requests in the future to streamline the process and avoid repeated discussions.
- Further formal documentation to be provided to the committee.

### **NEW BUSINESS:**

- Open floor:
  - (Gustavo) Proposal to invite County Executive Angela Alsobrooks and former Governor Larry Hogan to discuss their agendas on racial equity and social justice, organize a candidate's forum
  - Consideration of the political nature and feasibility of such an event was brought up by several committee members
  - Pat suggested bringing in a speaker for September or October to speak on the topic of voting rights and the history of voter suppression

### **Happenings – Office of Racial Equity and Social Justice:**

- Budget is almost finished. The final vote will take place next week.

- The Office of Racial Equity performs a budget analysis with a budget equity tool for all departments.
- Recommend for committee members to review the scores and analysis
- Most departments are improving and those that are not have been in contact with the Office of Racial Equity
- Office of Racial Equity is in the midst of creating capital improvement projects budget equity tool
- Racial equity impact assessments are written when supplemental requests are received
- Harriet Shangarai is ORESJ's new program manager in charge of community engagement. She has previously worked for many years with the Office of Community Partnerships
- ORESJ is currently a team of seven and currently recruiting for a data analyst
- Tiffany will send an email if there are any council sessions that ORESJ is invited to participate in or present in. Sessions are also available to watch online.

#### **ANNOUNCEMENTS AND UPDATES**

- Dr. Cudjoe to follow up on secondary notetaker attendance.
- Retreat Planning Committee to finalize retreat details and send out guidelines.

#### **ADJOURN**

The meeting adjourned at 7:56 PM by Dr. Pat Grant (Chair).