



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; ☒ 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 17th, 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 12th 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:

- At the 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
- ORESJ has a new program manager in charge of community engagement who 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).