



**ROCKVILLE HUMAN RIGHTS COMMISSION  
MEETING AGENDA**

Black-Eyed Susan Conference Room  
Wednesday, July 25, 2018  
7:30 p.m.

**Members Present:** Courtney Proctor, Chair; Alonzo Smith; Harry Iceland; Debbie Cohen; Wangari Kamau; Andrew Lin; and Irfan Murtuza

**Guest Present:** Bisi Olatoye

**Staff Liaison Present:** Janet Kelly

**I. Call to Order:**

The Chair called the meeting to order at 7:40 p.m.

**II. Welcoming of Guest:**

The Chair welcomed returning guests.

**III. Adoption of Meeting Agenda and Minutes:**

The meeting agenda was adopted as written. The meeting minutes were also adopted with some non-substantive changes.

**IV. Chair's Report:**

**A. Administrative Updates –**

1. The Chair proposed changing the commission's rules to address term expirations, delayed appointments, and excessive unexcused absences. To address term expirations and delayed appointments, she proposed instituting short-term auto-renewals (with options to opt out) that would take effect after a commissioner's term had expired. To address excessive unexcused absences, she proposed imposing automatic inactive status on commissioners who are absent for three consecutive months with no reasonable excuse(s).

**ACTION ITEM:** Liaison Janet Kelly will determine how other commissions handle the subject.

2. She informed the commissioners that two qualified candidates expressed interest in joining the HRC and that she expected to receive one resignation.

3. She also stated that the URL for the new Human Rights Commission’s webpage is incorrect; it is no longer [www.rockvillemd.gov/humanrights](http://www.rockvillemd.gov/humanrights) and should be corrected. The Chair also requested that the following information be added to the new webpage: historical information about the HRC, pre-event and post-event information, and links to event pages.

**ACTION ITEM:** Liaison Janet Kelly will talk to the Communications Department.

**B. Proposed Changes to Multimedia Contest Review Process –**

The Chair moved that the HRC create a multimedia contest committee of five commissioners who would be tasked with creating prompts, determining judging criteria, reviewing contest entries, and determining the first-place, second-place, and third-place winners. The motion carried unanimously.

**C. MLK Celebration and Rockville Pride Event Committee Assignments –**

The Chair announced the event committee assignments. MLK Event Committee Members: Courtney Proctor, Debbie Cohen, Alonzo Smith, Irfan Murtuza, and Andrew Lin. Rockville Pride Event Committee Members: Courtney Proctor, Jodi Volk, Harry Iceland, Wangari Kamau, and Bisi Olatoye.

**V. Staff Report:**

**A. Event Logistics Overview (Continued) –**

Liaison Janet Kelly informed the commissioners about required deliverables for the MLK Celebration and Rockville Pride events.

**B. Voter Registration Campaign –**

Liaison Janet Kelly informed the commissioners about the city’s focus on voter registration. The commissioners stated that they would like to know what areas have the least voter participation so they can focus on registering voters in those areas.

**ACTION ITEM:** Liaison Janet Kelly will retrieve that information.

**C. National Night Out –**

Liaison Janet Kelly informed the commissioners about upcoming National Night Out event locations and stated that she would visit two locations to distribute outreach materials.

**VI. Event Committee Planning Sessions:**

**A. MLK Celebration –**

The committee set the event time, location, and format and discussed possible speakers.

**B. Rockville Pride –**

The committee set the event date, time, and location. Committee members also discussed event promotion and activities, the need to revise the previous sponsorship levels and the table-talk format, and the desire to involve the LGBTQ community in the event planning process.

**ACTION ITEMS:** Both committees will continue planning in August and provide status reports at the September meeting.

**VII. Old Business:**

**A. National Memorial of Peace & Justice – Monument Retrieval Initiative –**

Liaison Janet Kelly and Commissioner Cohen will continue to reach out to the Montgomery County HRC Director to determine the status of the steering committee meeting. Commissioner Smith will continue to serve as the liaison between the Rockville HRC and the project lead(s), keeping the HRC abreast of any progress.

**B. Casa Ruby Donation –**

The Chair informed the commissioners that the \$1,500 raised as part of Rockville Pride would be donated to Casa Ruby.

**VIII. New Business:**

**Anti-Bullying Program –**

Liaison Janet Kelly informed the Commissioners that We Refuse Abuse founder would like to collaborate with the City of Rockville to organize an anti-bullying program to take place in October. She sought ways that the HRC could assist. The commissioners suggested that the organization secure a booth at the World of Montgomery event in October. They also offered to contact a few organizations to participate.

**ACTION ITEM:** Liaison Janet Kelly will contact the event coordinator to determine what groups she would like to participate.

**IX. Announcements:**

No new announcements

**X. Adjournment:**

The meeting was adjourned at 10:04 p.m. The next meeting will be Wednesday, September 26, 2018 at City Hall, 111 Maryland Avenue, Rockville, Maryland 20850.