

To: Tanya Hughes, Executive Director
From: Cheryl Sharp, Deputy Director
Re: **CHRO Outreach Activities**
Date: June 1, 2022

OUTREACH ACTIVITIES

Outreach Successes:

- **May Social Media**
The CHRO's Social Media Team of Jody Walker-Smith, Courtney Shields, and Spencer Hill created and/or coordinated 23 posts for the agency's Facebook and Instagram accounts.
- **New employee Training**
Attendees:
5/2022 – Attorney, Michelle Dumas Keuler leads the new employee training
- **EEOC Training**
Attendees: 30
5/03 Attorney Kimberly Jacobsen and other CHRO staff attended the CHRO case investigative training
- **CHRO/RAW collaboration (film prep)**
Attendees: 11
05/03 Deputy Director Cheryl Sharp joined a select few KCA students to prepare for a public service announcement that will be aired during the Yard Goats game June 17th.
- **Fair Housing Training**
Attendees: 45
5/04 Attorneys Michelle Dumas Keuler and Kimberly Jacobsen did the quarterly fair housing training for members of the public
- **CHRO/RAW collaboration (film equipment)**
Attendees: 3
05/06 Deputy Director Cheryl Sharp met with Tina Parziale and Sophie Morganstern at the central office to prepare for the PSA.
- **New Haven Symphony - Women & Girl's Event**
Attendees: hundreds
05/06 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp attended along with Attorney Robin Fox. Executive Director Tanya Hughes gave brief remarks at the start of the event.

- **Exploring Bias and Identity – CBA Webinar**
Attendees: ?
 5/6/22 – Attorney Jody Walker-Smith attended a D&I webinar presented by the CT Bar Association titled “Exploring Bias and Identity”.
- **CHRO/RAW collaboration (filming)**
Attendees: 11
 05/07 Deputy Director Cheryl Sharp joined Tina Parziale and Sophie Morganstern and a select number of students from KCA to film the PSA that will be aired at the Yard Goats game June 17th.
- **Ketanji Brown Jackson Award**
Attendees: 50
 05/07 Deputy Director Cheryl Sharp received an award for community service and development at the Sankofa Art Gallery.
- **Commission on Racial & Ethnic Disparity**
Attendees: 15
 05/09 Deputy Director Cheryl Sharp attended the WebEx Commission on Racial & Ethnic Disparity meeting as a member of the Commission.
- **GMLKC - CRT and Education**
Attendees: ?
 5/9/22 – Attorney Jody Walker-Smith attended a community conversation sponsored by the Glastonbury MLK Commission on Critical Race Theory and Education.
- **New Hampshire Commission on Human Rights**
Attendees: 4
 05/10 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp met with NH CHR to go over the structure of the CHRO at their request to see if they can get any ideas on changes that may need to be made at NH HRO.
- **Racial and Ethnic Impact Statement (REIS) Training**
Attendees: 20
 5/10/22 Attorney Kim Jacobsen attended the first of three installments of REIS training titled “Justice, Equity, Diversity, and Inclusion.”
- **Racial and Ethnic Impact Statement (REIS) Training**
Attendees:
 5/10/22 - Attorney Jody Walker-Smith attended the first of three installments of REIS training titled “Justice, Equity, Diversity, and Inclusion.”
- **Kids Court Academy Year 2**
Attendees: 73
 05/10, 05/24 This Program is an outgrowth or expansion of the CT Kids Speak and CT Kids Court Programs. CT Kids Court Academy is a free, 15-week attorney and social justice pipeline program for middle school and high school students.

- **CBA Constance Baker Motley Racial Justice Series – Voting Rights**
Attendees: ?
5/10/22 - Attorney Jody Walker-Smith attended a Voting Rights presentation by the CT Bar Association as part of the Constance Baker Motley Racial Justice series.
- **Fair Share Consortium**
Attendees: 20
05/11 CHRO is collaborating with nonprofits and community leaders to address housing discrimination in the state. Open Communities Alliance has included the CHRO as a partner.
- **CTRP3 Advisory Board**
05/12 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp will attend the Zoom meeting - CT Racial Profiling Prohibition Project.
- **AA Task Force**
Attendees: 20
05/12 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell participated in and AA Supervisor Neva Vigezzi and HRO Trainee Gary Madison led the task force on affirmative action with state stakeholders.
- **Growing Together CT**
Attendees: 25
05/12 Deputy Director Cheryl Sharp, Attorney Michelle Dumas Keuler, and Outreach Coordinator Ana Mitchell participated in the meeting.
- **USCCR Web Hearing on Employment Discrimination and Administrative Closure**
Attendees:
5/13 Attorneys Michelle Dumas Keuler and Kimberly Jacobsen spoke at this event about the CHRO case processing processes
- **WICC radio**
5/16/22 Attorney Kimberly Jacobsen spoke about anti-retaliation law
- **CHRO/KCA/RAW Meeting**
Attendees: 3
5/16/22 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell participated a meeting with Tina Parziale, RAW's Learning and Engagement Manager to discuss RAW's facilitators.
- **CHRO's D&I Book Club**
Attendees:12
5/18/22 – Attorney Jody Walker-Smith attended and lead discussion in the monthly CHRO's Diversity and Inclusion Book Club – this month's book is Little Fires Everywhere by Celeste Ng.

- **Perfect Promotion Promo Showcase**
Attendees: 40
 5/19/22 Outreach Coordinator Ana Mitchell participated in PP promo's spoke with different vendors about different swag giveaways for KCA programs and CHRO community giveaways.
- **CTSAC: Overview of Zoning Report**
Attendees: 20
 05/23 Deputy Director Cheryl Sharp participated in the CTSAC Teams meeting where she serves as a member of the Commission. The Commission is a national civil rights organization- the United States Commission on Civil Rights.
- **D&I Committee Meeting**
 5/25/22 – Attorney Jody Walker-Smith, co-chair of the CHRO's Diversity and Inclusion Committee, lead a monthly meeting including education and discussion on D&I topics.
- **Census EEO Presentation**
Attendees: 60
 05/25 The main presenters were representatives from the Census Bureau. They provided an overview of the EEO Tabulation data, race/ethnicity categories, occupations, and geographies. They also shared resources on the crosswalks of occupation code lists over time. Their role at CT Data as the Census State Data Center, will be to provide support if there are questions with the Census data going forward as plans are developed. This session was an informational session to learn more about the data from the Census Bureau and learn about the support they can provide.
- **FEPA People Zoom Meeting**
Attendees: 10
 05/26 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp participated in the New England FEPA meeting with Commissioner and Deputy Commissioners.
- **Equity and Discrimination Law**
 5/26/22 – Attorney Jody Walker-Smith lead a monthly meeting with the Legal Department on topics of diversity, equity, and inclusion in relation to discrimination law and our work.

Future Outreach Activities:

- **CEA Meeting**
 6/2/22 Outreach Coordinator Ana Mitchell and Legislative and Administrative Advisor Will lead the Community Engagement Ambassador meeting the topic will be legislative training.
- **Diversity, Equity, & Inclusion Training for CHRO Interns**
 6/3/22 – Attorneys Jody Walker-Smith and Spencer Hill will provide 2-hour DEI training for the CHRO's summer interns.

- **Compass Youth Collaborative**
6/5 Attorneys Kimberly Jacobsen and Robin Fox will provide virtual sexual harassment training.
- **Racial and Ethnic Impact Statement (REIS) Training**
6/7/22 - Attorney Jody Walker-Smith will attend the second of three installments of REIS training titled "Recognizing and Addressing Bias."
- **Kids Court Academy Year 2**
06/07, 06/21 This Program is an outgrowth or expansion of the CT Kids Speak and CT Kids Court Programs. CT Kids Court Academy is a free, 15-week attorney and social justice pipeline program for middle school and high school students.
- **Department of Justice Working Group**
06/08 Deputy Director Cheryl Sharp will participate in the Education Working Group for the Department of Justice.
- **Fair Share Consortium**
06/08 CHRO is collaborating with nonprofits and community leaders to address housing discrimination in the state. Open Communities Alliance has included the CHRO as a partner.
- **Growing Together CT**
06/09 Deputy Director Cheryl Sharp, Attorney Michelle Dumas Keuler, and Outreach Coordinator Ana Mitchell will participate in the meeting.
- **DEI/CBA program on Cultural Humility & Implicit Bias**
06/09 Deputy Director Cheryl Sharp and Attorneys Michelle Dumas Keuler and Jody Walker-Smith will provide training to members of the CT Bar Association during their annual conference.
- **CBA CT Legal Conference**
6/13/22 – Attorneys Jody Walker-Smith, Michelle Dumas Keuler, and Deputy Director Cheryl Sharp will present a DEI panel at the CBA's annual CT Legal Conference titled "Cultural Humility: Going Beyond Diversity, Equity, and Inclusion Basics."
- **CHRO's D&I Book Club**
6/15/22 – Attorney Jody Walker-Smith will attend and lead discussion in the monthly CHRO's Diversity and Inclusion Book Club – this month's book is Just Mercy by Bryan Stevenson.
- **Momentum Foundation Meeting**
06/15 Outreach Coordinator Ana Mitchell will participate in the meeting with Ebony Atwell to discuss KCA.
- **Negro League Documentary & Discussion**
06/15 "Legend Behind the Plate - The Josh Gibson Story" Documentary & Talk Back. The CHRO, The Hartford Boys and Girls Club, and the Hartford Yard Goats are teaming up to participate in a discussion with the great-grandson of the legendary Josh Gibson.

- **HBU/Negro League Celebration Leveling the Playing Field Panel**
06/16 Deputy Director Cheryl Sharp will be on the panel of experts to discuss equity and equality in sports.
- **HBU/Negro League Celebration Leveling the Playing Field Game**
06/17 Marching Bands, Live DJ, Greek Strolls/Steppers, Dancer, Painting, and more... CHRO PSA will air at the game and the KCA students who participated in the filming will be at the game.
- **CTRP3 Advisory Board**
06/23 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp will attend the Zoom meeting - CT Racial Profiling Prohibition Project.
- **D&I Committee Meeting**
6/29/22 – Attorney Jody Walker-Smith, co-chair of the CHRO’s Diversity and Inclusion Committee, will lead a monthly meeting including education and discussion on D&I topics.
- **CTSAC: Overview of Zoning Report**
06/30 Deputy Director Cheryl Sharp participated in the CTSAC Teams meeting where she serves as a member of the Commission. The Commission is a national civil rights organization- the United States Commission on Civil Rights.
- **Equity and Discrimination Law**
6/30/22 – Attorney Jody Walker-Smith will lead a monthly meeting with the Legal Department on topics of diversity, equity, and inclusion in relation to discrimination law and our work.

GRANTS

We wrapped up the three grants from HUD: CARES, Health Equity and COVID-19. We were awarded a HUD partnership grant so that CHRO can partner with the Connecticut Commission on Women, Children, Seniors, Equity and Opportunity (CECSEO) to plan a fair housing webinar and video PSA. We have also applied for several grants with OPM to use CARE funds for civil rights convention, conference and to get needed staff and equipment to meet the demands presented post-pandemic.

VIDEO PROJECTS

- **PSA on Allyship**
The Executive Interns of the CHRO have created a public service announcement on allyship. It was released to the general public in mid-August of 2020.

Life after Incarceration Video Project

The Executive and Deputy Directors and members of the legal department will begin production of a documentary film on policing, incarceration, and civil rights in Connecticut. The film will focus on Connecticut as a national leader in reducing the number of incarcerated individuals in Connecticut and the civil rights forward thinking and action in Connecticut. It will focus on the housing and employment challenges faced by

formerly incarcerated individuals and will be used as a training tool for future seminars and conferences that will focus on this topic. This is a long-term project with a target date of 2022 for completion. The project will focus on the lives of at least three formerly incarcerated individuals and look at any civil rights injustices that may have contributed to the negative outcomes for these three individuals. Two formerly incarcerated individuals were interviewed for the film, by CHRO intern Matt Stayner.

- **What is Affirmative Action? What is Contract Compliance? Video Project**

In order to address the misnomers related to affirmative action and contract compliance the CHRO will develop, produce, post and distribute a short video project about affirmative action and contract compliance, its purpose, who is helped, what it all means, how people in the state of Connecticut are helped by these programs, the detrimental effects of not having these types of programs and how both programs are good for business and business friendly. The project will be led by CHRO Deputy Director, the AA/CC Unit and CHRO Attorney Michelle Dumas Keuler.

- **SB3**

On October 1, 2019, the CHRO rolled out its sexual harassment training video that was filmed at 450 Columbus Boulevard in Hartford. The video is available to all CT employers and their staff. The video complies with the statutory mandate that the CHRO provide training materials and a free training for the public by October 1, 2019. The law changed in 2021 and has been updated; so has the video.

- **From Lemonade to Light Post Documentary**

The CHRO will be producing a documentary film that has been entitled from Lemonade to Light Post. The focus of the film is human trafficking as a civil rights issue in Connecticut. Human trafficking disproportionately affects African American females in Connecticut and the CHRO will define the issues and interview experts who can help solve the crisis in Connecticut. The CHRO will also take a broader look at the issue to address all the civil rights issues embedded within the subject matter of human trafficking

CONTRACT COMPLIANCE/AFFIRMATIVE ACTION OUTREACH

Future Activities:

None Reported

Past Activities:

AA/CC

AA TA: N/A

AA Meetings: N/A

AA Special Projects: N/A

CC TA: **1549**

CC TA Session:

- **Contract Compliance Technical Assistance Training**
Attendees: 14

5/5 - Contract Compliance Supervisor, Alvin Bingham provided Contract Compliance technical assistance training

- **Public Purchasing Association**

Attendees: 32

5/21 - Contract Compliance Supervisor, Alvin Bingham provided Contract Compliance overview

REGIONAL OUTREACH AND HOUSING AT A GLANCE

Housing

Future Activities:

None Reported

Past Activities:

- **Webinar**
Attendees: 4
Sitecore System Administrator training
5/4. Jon Sykes attended.
- **HEMS Training**
Attendees: 4
5/11 Shaun Jones & Diane Carter attended.
- **HEMS Training**
Attendees: 3
5/13 Jon Sykes attended.
- **Diversity and Inclusion**
Attendees:8
5/25 Shana Brown attended.
Monthly committee meeting.

Capitol Region

Future Activities

None Reported

Past Activities

- **CHRO Community Engagement**
Attendees: 30
5/11 meeting
- **Upper Albany Neighborhood Revitalization Zone Board of Directors meeting**
Attendees: 10
5/17
- **Greater Hartford African American Alliance meetings**

2022

Attendees:20

5/21 and 5/28

- **Artist Collective Board of Directors Meeting**
Attendees: 10
5/25
- **Pride Day Hartford Meeting**
Attendees: 10
5/2022 – Investigator, Arnaldo Guadalupe attended the meeting.
- **Rocky Hill Commission on Inclusion & Innovation Meeting**
Attendees: 8
5/2022 – Investigator, Frank Sykes attended the meeting.
- **Farmington Human Relations Commission Meeting**
Attendees: 3
5/2022 – Investigator, Laura Roxbury attended the meeting.
- **Holocaust Survivor Meeting**
Attendees: 5
5/2022 – Investigator, Ann Galor and Regional Manager, Ronald Simpson attended the meeting.

Eastern Region

Future Activities

- **CEA Meeting**
6/2/22
- **Book Club Meeting**
6/15/22
- **GNACC Health Living Festival Committee Meeting**
6/17/22
- **Clerical Meeting**
6/22/22
- **D & I Meeting**
6/22/22
- **Rotary Celebrate Cultural Diversity Committee Meeting**
June dates TBA

Past Activities

- **Tech Committee Meeting:**
5/09/22-cancelled

- **GNACC Legislative Breakfast**
Attendees: 60
 5/10/22-Cathy Chester attended the GNACC Legislative Breakfast held at the Holiday Inn in Norwich, CT. Listened to local leaders' detail what was passed/not passed during session.
- **CEA Meeting**
Attendees: 7
 5/11/22-Cathy Chester attended. Reviewed the log that was established of statewide agencies/companies with contact information. More needs to be added.
- **Rotary Celebrate Cultural Diversity Committee**
Attendees: 6
 5/18/22-Cathy Chester attended meetings. Discussed submitting information to receive ARP grant and discussed next steps in planning for reenacting yearly event to be held Sept. 19, 2022, from 5-8pm at Howard T. Brown Park at Marina in Norwich CT. Confirmed CHRO will be a vendor and sponsor again-more information to follow. Discussed updating Facebook/Instagram page to "save the date" and promote for this year's event.
- **D & I Book Club Meeting**
Attendees: 10
 5/18/22-Cathy Chester attended meeting to discuss monthly book entitled " Little Fires Everywhere" by Celeste Ng and compared it to the TV series as well. Next month's book is "Just Mercy: by Bryan Stevenson.
- **GNACC Healthy Living Festival Committee Meeting**
Attendees: 12
 5/20/22-Cathy Chester attended meeting to discuss the vendors, exhibitors and sponsors for annual event in September. Confirmed we (CHRO) will be a vendor again. Discussed updating Facebook page to 'save the date' and prompt event.
- **D & I Meeting**
Attendees: ?
 5/25/22- Cathy Chester did not attend due to Frank Malinconico's retirement gathering at office.
- **Clerical Meeting**
Attendees: 7
 5/25/22-Cathy Chester attended meeting to talk with other regions over clerical matters as they arise.

West Central Region

Future Activities

None Reported

Past Activities

- **Diversity & Inclusion Committee – Agency Training Subcommittee**
Attendees: 7
05/06 Trainee Courtney Winch attended subcommittee meeting to adjust agency wide training proposal and outline after receiving feedback from management.
05/09 Individual proposals submitted to be reviewed, discussed, & condensed to create final structure of training.
- **Community Engagement Ambassadors**
Attendees: 7
05/11 Trainee Courtney Winch attended the monthly Community Engagement Ambassador meeting to discuss how the CEA can utilize community ties to support our legislative agenda. Trainee Winch also requested a follow-up meeting for those that are unfamiliar with or require a refresher on the agency's legislative involvement. Follow-up meeting to take place 06/02.
- **Diversity & Inclusion Committee**
Attendees: 10
05/13 Trainee Christopher Blustein contributed to the social media pages as the primary writer for the post celebrating Jewish American Heritage Month.
05/17 Trainee Courtney Winch volunteered to begin working on developing a D&I newsletter.
05/25 Trainee Courtney Winch attended monthly meeting.
- **Diversity & Inclusion Committee – Reference Guide**
Attendees: 5
05/13 Trainee Courtney Winch contributed to the review and subsequent edit of the reference guide for external use.
- **Kid's Court Academy**
Attendees: 40
05/24 Trainee Christopher Blustein participated in and assisted with Kid's Court Academy meeting.
- **YMCA Young Artist Night**
Attendees: 15
05/25 Representative Gene Cohen attended Waterbury YMCA's Young Artist Night to serve as the CHRO's representative for the event and support the local community.

Southwest Region

Future Activities

- **CHRO Kids Court Academy**
6/7 & 6/21 Southwest HR Representative Debra Drexler and Regional Manager Jamie Rubin plan to volunteer as facilitators.

- **Management Advisory Council (MAC)**
6/15 Southwest Regional Manager and CHRO Representative Jamie Rubin will attend both the monthly meeting and the additional voting member meeting.
- **CHRO Diversity and Inclusion Committee and Subcommittee**
Southwest Human Rights Representatives Jessica Kohut and Courtney Shields will attend the meetings and participate in researching and writing agency posts.
- **CHRO Technology Committee**
Southwest Human Rights Representative Jessica Kohut will attend the meeting to discuss current tech. issues and best practices to best assist the agency and the Southwest region.
- **CHRO Social Media Team**
Southwest Regional Human Rights Representative Courtney Shields will participate with team activities including planning and scheduling of topics and creating agency posts.

Past Activities

- **Sitecore Training**
Attendees: 5
5/3 Southwest HR Representative Jessica Kohut attended Sitecore training to prepare her to assist in maintenance of the CHRO website. The meeting was held virtually via Teams due to Covid-19 restrictions.
- **EEOC FEPA Training**
Attendees: 40-50
5/3, 5/4, 5/5 Southwest Regional Staff Jessica Kohut, Christine Rowan, and Jamie Rubin participated in the three-day interactive training on investigative interviewing (including cognitive interviews), investigating using the Models of Proof, Negotiation, Title VII Harassment and Disability Discrimination. The virtual training was conducted by EEOC State, Local, and Tribal Programs (SLTP) for FEPA and TERO partners. The meeting was held virtually via Teams due to Covid-19 restrictions.
- **ADL: Sandy Hook to January 6: The Arc of Extremism**
Attendees: unknown
5/4 Southwest HR Representative Christine Rowan attended this virtual discussion. The conversation centered on how extremist conspiracy theories that surrounded the mass shooting in Newtown, Connecticut in 2012 are connected through every other major trauma up to and including the insurrection at the US Capitol on January 6, 2021. The panelists were Elizabeth Williamson, author of "Sandy Hook: An American Tragedy and the Battle for Truth," Monte E. Frank, Attorney and Co-Chair of Pullman & Comley's litigation practice, he represented the town of Newtown after the Sandy Hook mass shooting, and Oren Segal, Vice President of ADL's Center on Extremism. The event was free and open to the public upon registration and hosted by the Anti-Defamation League (ADL).
- **CHRO Diversity and Inclusion Committee: Training subcommittee**
Attendees: 6

05/6 Southwest HR Representative Jessica Kohut participated in the CHRO D&I Training subcommittee as part of ongoing efforts to create and organize diversity and inclusion training for the commission. The meeting was held virtually via Teams due to Covid-19 restrictions.

- **CHRO Kids Court Academy**

Attendees: 30 (not sure)

5/10 SW Staff Debra Drexler and Jamie Rubin attended and participated as facilitators. The topic was Government involvement in the adoption of Native American babies/children by non-Native families.

- **Management Advisory Council (MAC)**

Attendees: 160

5/18 Southwest Regional Manager and CHRO Representative Jamie Rubin attended and participated in both the monthly meeting and the additional voting member meeting.

- **CHRO Kids Court Academy**

Attendees: approximately 50

05/24 Southwest Human Rights Rep/Investigator Debra Drexler participated in Kids Court Academy as a facilitator. Excerpts from the movie "Dawnland" were viewed and a discussion on Maine's attempt to remedy inequities in the system governing adoption of Native American babies/children by non-Native families.

- **CHRO Diversity and Inclusion Committee**

Attendees: 10

05/25 Southwest Investigators Jessica Kohut and Courtney Shields participated in the CHRO D&I Committee meeting, which provides updates on progress and work through the multiple D&I subcommittees (training, survey, social media etc), this meeting focused on updated internal version and new external version of the Respectful & Inclusive Terms Reference Guide The meeting was held virtually via Teams due to Covid-19 restrictions, hosted by Courtney Shields this month. Courtney edited drafts and wrote and created the images for the following posts for CHRO Social Media: 5/2 *Missing and Murdered Indigenous Women (MMIW)* & *Missing and Murdered Indigenous Peoples (MMIP)*, 5/8 *Mother's Day*, 5/13 *Jewish American Heritage Month*, 5/27 *What Is The CHRO?* part 13.

Media Inquiries: 2

Legislative Meetings: 18

Legislative Inquiries: 11

Legislative Hearings: 0

Sexual Harassment Law: 88(May) and 6811(cumulative)