To: Tanya Hughes, Executive Director From: Cheryl Sharp, Deputy Director Re: CHRO Outreach Activities

Date: July 1, 2022

OUTREACH ACTIVITIES

Outreach Successes:

June 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

CHRO/OPM/DAS/DEC Kickoff Meeting 1

Attendees: 40

06/01 CHRO, OPM, DAS, and DEC met with Griffin & Strong regarding the disparity study.

Rough cut of the KCA and RAW PSA for HYG game

Attendees: 4

06/01 Deputy Director, Cheryl Sharp, Outreach Coordinator, Ana Mitchell, Tina Parziale, RAW and Sophie Morgansten, Film Director watch the PSA and gave final critique.

CHRO/DOL/DAS MOU

Attendees: 8

06/01 CHRO, DOL, and DAS met about the MOU between DAS, CHRO, and DOL.

CEA Meeting

Attendees: 4

6/2 Darcy Strand, Administrative Advisor lead the Community Engagement Ambassador meeting the topic was on the legislator.

Kids Court

Attendees: 47

06/02 The CT Kids Court Competition was held virtually (Teams) on Tuesday, June 2, 2022. The finalists in the Middle School and High School Divisions competed in front of a panel of judges which included Juliett Crawford, Dawne Westbrook, Donna Maria Wilkerson Brillant, Matt Larock, Lisa Giliberto, Nick Kapoor, and Eboni Douglas.

Diversity, Equity, & Inclusion Training for CHRO Interns

Attendees: 16

6/3 – Attorneys Jody Walker-Smith and Spencer Hill provided 2-hour DEI training for the CHRO's summer interns.

AWARE Tool - CHRO/DAS/OSC

Attendees: 9

06/06 The Comptroller's Office is in the process of upgrading some CORE-CT Functions and the company introduced us to Accenture Workplace Accountability Resource Experience (AWARE). AWARE provides the data and tools to understand current workplace realities around diversity and equity and then set goals, measure gaps, and help organizations become active with things like recruitment and more accountable for things like not meeting or achieving goals. The tool provides discovery, comparative and predictive analytics

• Youth Compass Collaborative

Attendees: 57

6/6 Attorneys Kim Jacobsen, Michelle Dumas Keuler and Robin Fox provided the nonprofit with virtual live sexual harassment training.

• Kids Court Academy Year 2

Attendees: 50

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.

HES and CWCSEO Recognizing Bias Workshop

Attendees: 30

6/7 Attorneys Kim Jacobsen and Robin Fox attended a workshop to learn racial equity tools

CHRO/OPM/DAS/CES Disparity Study Kick off meeting

Attendees: 30

6/7 Attorney Kim Jacobsen attended a meeting to kick off the disparity study

Racial and Ethnic Impact Statement (REIS) Training Attendees:

6/7 - Attorney Jody Walker-Smith attended the second of three installments of REIS training titled "Recognizing and Addressing Bias."

Kids Court Academy Year 2

Attendees: 50

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.

Housing Training for DDS contractors

Attendees: 12

06/08 Attorney Michelle Dumas Keuler Dumaskeuler trained DDS contractors.

Fair Share Consortium

Attendees: 20

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

Attendees: 20

06/09 Deputy Director Cheryl Sharp, Attorney Michelle Dumas Keuler, and Outreach Coordinator Ana Mitchell participated in the meeting.

Leveling the Playing Field Event Discussion

Attendees: 10

06/09 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell participated in the meeting.

• SB 350: An Act Establishing Juneteenth Independence Day as a Legal Holiday Attendees: 75

06/10 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp attended the bill signing for SB 350: an act establishing Juneteenth Independence Day as a legal holiday.

DEI/CBA program on Cultural Humility & Implicit Bias

Attendees: 30

06/13 Deputy Director Cheryl Sharp and Attorneys Michelle Dumas Keuler, Kim Jacobsen, and Jody Walker-Smith provided training to members of the CT Bar Association during their annual conference.

AWARE Tool - CHRO/DAS/OSC follow-up

Attendees: 18

06/14 CHRO attended the meeting to review the AWARE platform functionality.

CHRO's D&I Book Club

Attendees: 9

6/15 – Jody Walker-Smith and Atty Kim Jacobsen attended and led discussion in the monthly CHRO's Diversity and Inclusion Book Club – this month's book was <u>Just Mercy</u> by Bryan Stevenson.

• Fair Housing Training-Norwalk

Attendees: 40

6/15 – Atty Michelle Dumas Keuler attended the Fair Housing Training.

Negro League Documentary & Discussion

Attendees: 125

06/15 "Legend Behind the Plate - The Josh Gibson Story" Documentary & Talk Back. The CHRO KCA students, The Hartford Boys and Girls Club, and the Hartford Yard Goats/Foundation teamed up to participate in a discussion with the great-grandson of the legendary Josh Gibson. Deputy Director Cheryl Sharp, and Outreach Coordinator Ana Mitchell helped coordinate the event.

HBCU/Negro League Celebration Leveling the Playing Field Panel Attendees: 100

06/16 Deputy Director Cheryl Sharp was on the panel of experts to discuss equity and equality. Outreach coordinator, Ana Mitchell and Atty Michelle Dumas Keuler attended.

Diversity, Equity, & Inclusion Training for new employees Attendees: 9

6/17 – Attorneys Jody Walker-Smith and Spencer Hill provided 2-hour DEI training for the CHRO's new employees.

HBCU/Negro League Celebration Leveling the Playing Field Brunch Attendees: 50

06/17 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell attended the brunch with State Representatives and welcomed Virginia State University Marching Band to Connecticut.

HBCU/Negro League Celebration Leveling the Playing Field Game Attendees: 7000

06/17 Marching Bands, Live DJ, Greek Strolls/Steppers, Dancer, Painting, and more... CHRO PSA aired at the HYG baseball game and the KCA students who participated in the filming were at the game. Deputy Director Cheryl Sharp, Outreach Coordinator Ana Mitchell and Southwest Human Rights Investigator Sancha Work attended and participated in the game.

• Virtual Celebration of Life for Emily Melendez

Attendees: 150

06/22 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp attended the celebration

CTRP3 Advisory Board

Attendees: 25

06/23 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp attended the Zoom meeting - CT Racial Profiling Prohibition Project.

CHRO/DOL/DAS MOU

Attendees: 8

06/24 CHRO, DOL, and DAS met about the MOU between DAS, CHRO, and DOL.

Holocaust Symposium overview

Attendees: 8

06/24 Deputy Director Cheryl Sharp, Outreach Coordinator Ana Mitchell, Regional Manager Ron Simpson, Investigator Ann Galer met with Ruth Weiner, Kathy Fishman, Tina Parziale, and Holden Escabi to discuss the project.

• D&I Training – "Identity, Privilege, and Microaggressions"

Attendees: 92

6/27 – Attorneys Jody Walker-Smith, Megan Grant, and Spencer Hill and HRO reps Courtney Shields, Courtney Winch, and Jessica Kohut presented a two-hour training to the full agency, including facilitating breakout discussions.

• CHRO Agency-Wide

Attendees: 92

06/27 CHRO held an agency-wide meeting to train staff and stakeholders about the policies, practices, and procedures at the agency.

CHRO Agency Wide Training

Attendees: 70

6/27- Attorney Kim Jacobsen attended the agency wide training and presented regarding the new draft policy, forms and procedure manual

• Griffin & Strong Presentation for Legislators

Attendees: 50

06/28 Griffin & Strong met with Legislators via Zoom regarding the disparity study

• D&I Committee Meeting

Attendees: 9

6/29 – Attorney Jody Walker-Smith, co-chair of the CHRO's Diversity and Inclusion Committee, led a monthly meeting including education and discussion on D&I topics.

Attorneys of Color Symposium: A Celebration of Progress and Perseverance Attendees: 75

06/29 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell participated in the program which continued the discussion of the history of attorneys of color in Connecticut. The program included a morning of panels on the impact of the pandemic on diversity, equity, and inclusion, as well as a keynote by Connecticut State Comptroller Natalie Braswell.

• CTSAC: Overview of Zoning Report

Attendees: 15

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

Attendees:30

6/30 – Attorney Jody Walker-Smith led a monthly meeting with the Legal Department on topics of diversity, equity, and inclusion in relation to discrimination law and our work.

CHRO Sexual Harassment Training

Attendees: 35

6/30 - Attorneys Kim Jacobsen, Robin Fox and Michelle Dumas Keuler trained the 360 Management Group

• CHRO Legal DE&I discussion

Attendees:

6/30/22 Attorney Kim Jacobsen attended and participated in this conversation.

Future Outreach Activities:

July Social Media

The CHRO's Social Media Team of Jody Walker-Smith, Courtney Shields, and Spencer Hill are planning to create posts for the agency's Facebook and Instagram accounts.

Holocaust Symposium recording

07/01 Deputy Director Cheryl Sharp, Outreach Coordinator Ana Mitchell, Regional Manager Ron Simpson, Investigator Ann Galer will meet with Ruth Weiner, Tina Parziale, and Holden Escabi to film the interview for the symposium.

HES and CWCSEO Recognizing Bias Workshop

7/5 Attorney Kim Jacobsen will attend the third workshop in the series.

• CBA DE&I Committee meeting

7/7 Attorney Kim Jacobsen will attend the CBA's DE&I Committee meeting

• Commission on Racial & Ethnic Disparity

07/11 Deputy Director Cheryl Sharp will attend the WebEx Commission on Racial & Ethnic Disparity

Racial and Ethnic Impact Statement (REIS) Training

7/12 - Attorney Jody Walker-Smith will attend the third of three installments of REIS training titled "Codified Racism: A CT Policy Review."

• Commission on Racial & Ethnic Disparity

07/11 Deputy Director Cheryl Sharp will attend the WebEx Commission on Racial & Ethnic Disparity

AA Task Force

07/14 Deputy Director Cheryl Sharp will participate in and Legislative and Administrative Advisor Darcy Strand will lead the task force on affirmative action with state stakeholders.

Growing Together CT

07/14 Deputy Director Cheryl Sharp, Attorney Michelle Dumas Keuler, and Outreach Coordinator

Journey Home training

7/18 Attorney Kim Jacobsen and Michelle Dumas Keuler will give a Best Practices training to the staff.

• Executive Interns' Summer Symposium

07/19 10:00 a.m. -12:00 p.m. The focus is on Dobbs v. Jackson, the decision that overturned Roe v. Wade. Virtual meeting link and line of speakers are forthcoming.

CHRO DE&I Book Club

7/20 Attorney Kim Jacobsen will attend the book club discussion of The Invention of Wings

CHRO's D&I Book Club

7/20 – Attorney Jody Walker-Smith will attend and lead discussion in the monthly CHRO's Diversity and Inclusion Book Club – this month's book is <u>The Invention of</u> Wings by Sue Monk Kidd.

• D&I Committee Meeting

7/27 – 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.

• Equity and Discrimination Law

7/28 – 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.

• CHRO Legal DE&I discussion

7/28 Attorney Kim Jacobsen will attend and participate in this conversation.

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: **1551** CC TA Session: None Reported

• Contract Compliance Technical Assistance Training

Attendees: 15

6/7 - Contract Compliance Supervisor, Alvin Bingham provided Contract Compliance technical assistance training

REGIONAL OUTREACH AND HOUSING AT A GLANCE

<u>Housing</u>

Future Activities:

None Reported

Past Activities:

Tech Training

Attendees: 2

6/3 1Hr New hire training- Marisol Sala

Sexual Harassment Training

Attendees: 2

6/3 2Hrs New hire training- Marisol Sala

• Workplace Violence

Attendees: 2

6/3 2Hrs New hire training- Marisol Sala

• Fair Housing Training

Attendees: 2

6/6 2Hrs New hire training- Marisol Sala

• Introduction to Case Processing

Attendees: 2

6/8 2Hrs New hire training- Marisol Sala

• Legislative Training

Attendees: 2

6/9 2Hrs New hire training- Marisol Sala

Housing Elections

Attendees: 2

6/14 2Hrs New hire training- Marisol Sala

• Diversity & Inclusion

Attendees: 2

6/17 2Hrs New hire training-Marisol Sala

• In the Community – A three-part series on mental health and housing

Attendees: 2

6/23, 2Hrs New hire training-Marisol Sala

• One Voice, One Mission, One Commission -C. H. R. O.

Attendees: 4

6/27 7Hrs. Agency wide training.

Shaun Jones, Jonathan Sykes, Marisol Sala & Diane Sykes attended.

• NHFTA Fundamentals of Fair Housing – FHAP Investigation

Attendees: 2

6/28 11/2 Hr.

Capitol Region

Future Activities

None Reported

Past Activities

 Holocaust Survivors Webinar with Holocaust Education Resource Office, CHRO & Real Arts Way

Attendees: 6 Ann Galer

6/19/22 & 6/26/22

• Greater Hartford African American Alliance

Attendees: 20 Ronald Simpson

6/4/22, 6/11/22, 6/18/22 and 6/25/22 meetings

Blue Hills NRZ

Attendees: 20 Ronald Simpson

6/2/22 meeting

Upper Albany NRZ

Attendees: 14 Ronald Simpson

6/6/22 meeting

• Blue Hills Block Watch

Attendees: 35 Ronald Simpson

6/7/22 meeting

• CHRO Diversity and Inclusion Committee, CHRO Agency Meeting

Attendees: 81 Ann Galer

6/27/22 facilitated one of the breakout sessions

• Rocky Hill Commission on Innovation & Inclusion

Attendees: 15 Franklin Sykes

6/29/22 meeting

Eastern Region

Future Activities

CHRO Tech Committee Meeting

Attendees:

7/11/22 Cathy Chester to attend virtual monthly meeting

GNACC Healthy Living Committee Meeting

Attendees:

7/15/22 Cathy Chester to attend virtual monthly meeting to discuss marketing, fundraising and planning the upcoming festival in September.

D & I Book Club Meeting

Attendees:

7/20/22 Cathy Chester to attend virtual monthly meeting to discuss the book "Invention of Wings" by Sue Monk Kidd

• D & I Committee Meeting

Attendees:

7/27/22 Cathy Chester to attend virtual monthly meeting

Past Activities

CEA Meeting

Attendees: 4 people

6/2/22 Cathy Chester attended a virtual meeting about updating the outreach contact list, various issues that came up and future assignments.

• D & I Book Club Subcommittee Meeting

Attendees: 3 people

6/7/22 Cathy Chester attended subcommittee virtual meeting setting the monthly book selections for the next 6-8 months and created a list of "want to read" books for next year.

GNACC Healthy Living Committee Meeting

Attendees: 13 people

6/17/22 Cathy Chester attended the virtual monthly meeting on planning the yearly event set for September 17, 2022. Discussed marketing the event, attracting new vendors, adding new attractions.

CHRO Clerical Meeting

Attendees: 10 people

6/22/22 Cathy Chester attended virtual monthly CHRO clerical meeting. Various discussions related to issues that may arise during the month.

CHRO Agency Wide Training

Attendees: 93+

6/27/22 Entire region attended the virtual training.

D & I Committee Meeting

Attendees:

6/29/22 Cathy Chester attended the virtual monthly meeting.

• Celebrate Cultural Diversity Meeting

Attendees:

West Central Region

Future Activities

None Reported

Past Activities

Community Engagement Ambassadors

Attendees: 4

06/02 Trainee Courtney Winch attended a Community Engagement Ambassador meeting led by Darcy Strand to do a brief overview of the CHRO's legislative process and involvement.

Kid's Court Academy

Attendees: 30-40

06/07 Trainee Christopher Blustein participated in and assisted with Kid's Court Academy meeting.

• New Milford Public Schools Assistant Superintendent

Attendees: 3

06/14 Trainee Courtney Winch attended a meeting with New Milford Public Schools Assistant Superintendent to discuss an increase in discriminatory comments within the student body and steps the administrators can take to address and prevent them.

• Diversity & Inclusion Committee

Attendees: 10

06/08 Trainee Courtney Winch contributed to the edit and review of the external reference guide.

06/16 Trainee Courtney Winch attended the training subcommittee meeting and subsequently prepared content for the agencywide presentation.

06/23 Trainee Courtney Winch attended the agencywide training subcommittee meeting and subsequently prepared content for the agencywide presentation.

06/27 Trainee Courtney Winch facilitated breakout discussion groups and presented content for the D&I Committee presentation at the agency-wide training.

06/29 Trainee Courtney Winch attended the D&I monthly meeting.

Southwest Region

Future Activities

CHRO Social Media Team

Attendees: 3

7/15 Southwest Regional HRO Representative Courtney Shields will meet with Human Rights Attorneys Jody Walker-Smith and Spencer Hill to plan the agency's social media posts for the month of August 2022, and to review, edit, and finalize all posts published on the agency's social media accounts. Courtney's July plans include working on posts for French American Heritage Month, and for the Anniversary of the Signing of the Seneca Falls Convention.

Management Advisory Council (MAC)

7/20 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

7/27 Southwest Human Rights Representative Courtney Shields and HR Trainee Abygail Meeks 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 Kids Court Academy

Southwest HR Representative Debra Drexler plans to volunteer as a facilitator.

Past Activities

Management Advisory Council (MAC)

Attendees: 200

6/15 Southwest Regional Manager Jamie Rubin attended and participated in the monthly meeting as the CHRO voting Representative. MAC meetings are open and free to all State of Connecticut employees who are non-union managers.

• CHRO Diversity & Inclusion Subcommittee Training Meetings Attendees: 5

6/16 & 6/23 Southwest Regional HRO Representative Courtney Shields participated to develop the presentation on dominant and marginalized identities, privilege, microaggressions, and calling in/out for colleagues for the Agency-Wide Training on June 27. Courtney presented the microaggressions portion during the training.

CHRO Social Media Team Meeting Attendees: 3

6/17 Southwest Regional HRO Representative Courtney Shields met with Human Rights Attorneys Jody Walker-Smith and Spencer Hill to plan the agency's social media posts for July 2022. July's topics are scheduled to include posts on a series of disability-related posts, Non-Binary Awareness Week, and the anniversaries of the passage of the Civil Rights Act and the signing of the Seneca Falls Convention. In June, Courtney wrote and created images for four CHRO social media posts: LGTBQ+ Equal Pay Awareness Day posted 6/15, World Refugee Day posted 6/20, Pride Month Spotlight: Don't Say Gay Bill posted 6/28, PTSD Awareness Month posted 6/29. Courtney also created the images for three additional posts: Immigrant Heritage Month posted 6/10; Pride Month Spotlight: Transgender Athletes posted 6/21; Litha (Summer Solstice) posted 6/21.

CHRO Diversity & Inclusion Committee Meeting

6/29 Southwest Regional HRO Representative Courtney Shields attended the monthly meeting, during which Committee members met to provide each other with updates on ongoing projects, including an external version of the Respectful & Inclusive Terms Reference Guide and ongoing internal D&I Anti-Bias training.

• CHRO Kids Court Academy

6/9 6/21 Southwest Regional HRO Representative Debra Drexler attended and participated as a facilitator

Media Inquiries: 2

Inquiries: 11 Meetings: 7

Public hearings - n/a

Sexual Harassment Law: 77(June) and 6888(cumulative)