

To: Tanya Hughes, Executive Director
From: Cheryl Sharp, Deputy Director
Re: **CHRO Outreach Activities**
Date: September 6, 2022

OUTREACH ACTIVITIES

Outreach Successes:

- **August Social Media**
The CHRO's Social Media Team of Jody Walker-Smith, Courtney Shields, and Spencer Hill created and/or coordinated 24 posts for the agency's Facebook and Instagram accounts.
- **NFHTA Virtual Convening titled We're All In This Movement Together**
Attendees:
8/2 Attorney Jody Walker-Smith attended as CHRO representative at this fair housing event by the National Fair Housing Training Academy discussing how NFHTA can support FHAPs like the CHRO.
- **CHRO intern PSA Project**
Attendees: n/a
8/3 Attorney Kim Jacobsen was interviewed by CHRO interns for an upcoming PSA regarding disabilities
- **KCA discussion with CSDE**
Attendees: 6
08/09 Deputy Director Cheryl Sharp met with the Commissioner of the DOE, Attorney Regina Hopkins, and other DOE employees to discuss KCA and DOE being a co-sponsor of the program (DOE agreed to be a co-sponsor).
- **KCA discussion with Educational Manager**
Attendees: 2
08/09 Outreach Coordinator Ana Mitchell, discussed KCA computer and getting it to respond for KCA meeting
- **Your Story, My Story**
Attendees: 5
08/10 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell interviewed Alan Tan and other members of the CWCSEO for Your Story, My Story.
- **Kids Court Academy Year 2**
Attendees: 75
08/02, 08/16 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.

- **WICC Radio Show**
Attendees: Thousands
 8/15 Attorney Michelle Dumas-Keuler spoke about Housing & Food Desert in communities.
- **Social Media Team**
Attendees: 5
 08/16 Deputy Director Cheryl Sharp, Outreach Coordinator Ana Mitchell, Attorneys Spencer Hill and Jody Walker-Smith, and Investigator Courtney Shields met to discuss collaboration between the social media team and the outreach team to gain more of a community and social media presence.
- **CREC Back to school Block Party**
Attendees: 4,000+
 08/17 Outreach Coordinator Ana Mitchell, participated in the CREC back to school block party where CHRO informed the community about their services and programs
- **Introduction Meeting of the Business Lead for General Administration (CHRO)**
Attendees: 4
 08/17 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp met with Joe Stanford, Director of Agency Success, and Angela Taetz, Business Lead for General Administration met to discuss the direction of the agency as it relates to IT needs of the agency.
- **CHRO's D&I Book Club**
Attendees: 11
 8/17 Attorney Jody Walker-Smith attended and led discussion in the monthly CHRO's Diversity and Inclusion Book Club – this month's book is Unbound: My Story of Liberation and the Birth of the MeToo Movement by Tarana Burke.
- **WYBC FM 94.3 Back to school backpack give away**
Attendees: 5,000+
 08/17 Outreach Coordinator Ana Mitchell, participated in the WYBC back to school backpack give away where CHRO informed the community about their services and programs
- **Social Media Team**
Attendees: 4
 08/17 Outreach Coordinator Ana Mitchell, Attorneys Spencer Hill and Jody Walker-Smith, and Investigator Courtney Shields met to discuss Hispanic Heritage month collaboration between the social media team
- **Milford Oyster Festival**
Attendees: 10,000+
 08/20 Outreach Coordinator Ana Mitchell, participated in the Milford Oyster Festival where CHRO informed the community about their services and programs

- **Your Story, My Story**
Attendees: 5
08/22 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell interviewed Commissioner Letitia Colon de Mejias of CWCSEO for Your Story, My Story.
- **IABPFF Golden Anniversary Presentation**
Attendees: 50
08/25 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp presented on the CHRO mission and the complaint process, the importance of documentation before submitting any type of complaint, and sexual harassment and employment discrimination with a Q & A.
- **CTSAC: Overview of Zoning Report**
Attendees: 20
08/25 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.
- **CWCSEO and Channel 3 news interview**
Attendees: 9
08/25 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell met with CWCSEO and Channel 3 news and their willingness to cover the Your Story, My Story project. We will have future meetings to discuss what role they are willing to play.
- **D&I Committee Meeting**
Attendees: 8
8/31/22 – Attorney Jody Walker-Smith, co-chair of the CHRO's Diversity and Inclusion Committee, led a monthly meeting including institutional racism and discussion on D&I topics.
- **YMCA Hispanic Heritage**
Attendees: 5
8/31 Outreach Coordinator Ana Mitchell, led a meeting to discuss collaboration with the YMCA, State Representative Reyes in planning an Hispanic Expo celebrating Hispanic Heritage month

Future Outreach Activities:

- **September 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.
- **Equity and Discrimination Law**
9/1 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.
- **BGCH & CT DEI Partnership**

09/07 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell will meet with BGCH regarding possible partnership on one of their new program pillars that will focus on integrating high quality DEI experiences for youth ages 6 – 18 years old.

- **Train the Trainer Workshop – Advancing Racial Equity**
9/6/22 and 9/7/22 – Attorney Jody Walker-Smith attend a two-day, 8-hour “train the trainer” workshop on racial and ethnic impact statements (REIS).
- **Advancing Racial Equity Symposium**
9/8/22 – Attorney Jody Walker-Smith will serve as a panelist during the Advancing Racial Equity Symposium on “racial injustice in our policies.”
- **Advancing Racial Equity Symposium**
09/08 Deputy Director Cheryl Sharp will be a panelist on the symposium regarding progress on the racial and ethnic impact statements law in CT - a way to hear from experts using racial equity tools from across the country.
- **REIS Symposium**
9/8 Attorney Kim Jacobsen will attend the REIS Symposium
- **Growing Together CT**
09/08 Deputy Director Cheryl Sharp, Attorney Michelle Dumas Keuler, and Outreach Coordinator Ana Mitchell will participate in the meeting.
- **Kids Court Academy Year 2**
09/13, 09/27 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.
- **Fair Share Consortium**
09/14 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.
- **Commission on Racial & Ethnic Disparity**
09/14 Deputy Director Cheryl Sharp will attend the WebEx Commission on Racial & Ethnic Disparity meeting as a member of the Commission.
- **CTRP3 Advisory Board**
09/15 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp will attend the Zoom meeting - CT Racial Profiling Prohibition Project.
- **Ana Leh partnership**
09/16 CHRO was approved for a HUD partnership grant with the Ana Leh TV Show and will meet to discuss the development of two housing segments for this show.

- **Civil Rights Museum Executive Committee meeting**
09/16 CHRO will hold its very first planning meeting.
- **DE&I book club**
9/21 Attorney Kim Jacobsen will attend the DE&I book club
- **CTRP3**
09/22 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp will attend the Zoom meeting - CT Racial Profiling Prohibition Project.
- **CHRO's D&I Book Club**
9/21 Attorney Jody Walker-Smith will attend and lead discussion in the monthly CHRO's Diversity and Inclusion Book Club – this month's book is How the Garcia Girls Lost their Accents by Julia Alvarez.
- **D&I Committee Meeting**
9/28 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**
9/29 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.
- **DEI and Discrimination Law Discussion Series**
9/29 Attorney Kim Jacobsen will attend the DEI and Discrimination Law Discussion Series

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: 1630
CC TA Session: 0

REGIONAL OUTREACH AND HOUSING AT A GLANCE

Housing

Future Activities:

None Reported

Past Activities:

- **NFHTA – We’re all in this movement together**
Aug 2, 2022|11/2 Hr.
Conference on how supports your organization by building fair housing practitioners’ knowledge, skills, and capacity based on needs identified in the field.
Shaun Jones attended.
- **NFHTA – Fundamentals of Fair Housing Intake Training**
Aug 8-11, 2022| 16Hrs
Marisol Sala attended
- **Tech Committee**
Aug 8, 2022| 11/2 Hr.
Internal volunteer committee meeting
Jon Sykes attended. 5 total attendees
- **DE& I Newsletter**
Aug 12, 2022| 11/2 Hr.
Internal committee.
Jon Sykes attended. 3 total attendees.
- **IAOHRA Conference 2022**
Aug 14-18, 2022| 5 days
Cynthia Dryfe attended.
- **DE&I Survey Subcommittee**
Aug 15, 2022| 11/2 Hr.
Internal volunteer committee.
Jon Sykes attended. 4 total attendees.
- **Diversity & Inclusion Committee**
Aug 31, 2022| 2Hrs
Monthly committee meeting
Jon Sykes & Shana Brown attended

Capitol Region

Future Activities

None Reported

Past Activities

- **West Hartford Human Relations Commission**
Attendees: 2 - Ann Galer
August 2022
- **Holocaust Survivor Symposium**
Attendees: 6 – Ann Galer
August 2022
- **CHRO Human Relations Commission**
Attendees: 2 – Ann Galer
August 2022
- **CHRO Tech Committee**
Attendees: 15 – Laura Roxbury
August 2022
- **Farmington Human Relations Committee**
Attendees: 15 – Laura Roxbury
August 2022
- **Canton Human Relations Commission**
Attendees: 2 – Laura Roxbury
August 2022
- **Rocky Hill Commission on Equity and Inclusion**
Attendees: 8 - Franklin Sykes
August 2022

Eastern Region

Future Activities

- **GNACC Legislative Committee Meeting**
Attendees:
9/1/22 Robert Aldi and Cathy Chester to attend monthly meeting
- **GNACC Health Living Festival Meeting**
Attendees: ?
9/2/22 , 9/16/22, 9/17/22 Cathy Chester to attend biweekly meeting to button up the last things for the festival **event on 9/17/22** Cathy Chester, Robert Aldi, Zachary Cobb and Dori Bruce to attend
- **Celebrate Cultural Diversity Committee Meeting**
Attendees: ?
9/2/22, 9/9/22,9/16/22 Cathy Chester to attend weekly meeting to get ready for festival in September including walk-through for event planning.
Event on 9/19/22 Cathy Chester, Robert Aldi, Zachary Cobb, Chris Gemeasky and Mario Garrido to attend
- **Farmers' Market at Marina**
Attendees:
9/7/22, 9/14/22, 9/21/22, 9/28/22
- **Peace Pole Dedication**
Attendees:
9/21/22 Cathy Chester to attend
- **CHRO Tech Committee Meeting**
Attendees:
9/12/22 Cathy Chester to attend monthly meeting.
- **D & I Book Club Meeting**
Attendees:
9/21/22
- **D & I Committee Meeting**
Attendees:
9/28/22 Cathy Chester to attend
- **Veterans' Stand Down Event**
Attendees:
9/23/22 Cathy Chester, Robert Aldi, Zachary Cobb to attend
- **Clerical Meeting**
Attendees:
9/28/22 Cathy Chester to attend

Past Activities

- **National Night Out**
Attendees: 200+
8/2/22 Robert Aldi, Zachary Cobb and Cathy Chester attended the National Night Out at Howard T. Brown Park.
- **Celebrate Cultural Diversity Committee Meeting**
Attendees: 6 people
8/3/22, 8/8/22, 8/15/22, 8/23/22 Cathy Chester attended the weekly meeting to discuss obtaining sponsorships and vendors for the festival on September 19, 2022 at Marina (aka Howard T Brown park). Also updated the sponsor/vendor forms for distribution.
- **Farmers' Market at Marina**
Attendees: 40+ people
8/10/22, 8/24/22 Cathy Chester and Zachary Cobb manned the weekly farmers' market table to give out information about our agency and answer questions.
- **Norwich Rotary Luncheon**
Attendees: 25+
8/10/22 Cathy Chester attended Rotary Luncheon with key speaker Jennifer Hubbard who discussed the "**Kindness Garden**" she started to honor her daughter Catherine who was killed in the Sandy Hook shooting. Rotary purchased a garden to install at the Peace Pole Celebration on Wednesday, Sept. 21 at 1pm.
- **GNACC Healthy Living Festival Meeting**
Attendees: 12 people
8/11/22, 8/19/22 Cathy Chester attended biweekly meeting to discuss obtaining sponsorships and vendors for the upcoming festival scheduled for September 17, 2022 at Dodd Stadium with walk through on 8/11/22.
- **Diversity and Inclusion Book Club meeting**
Attendees: 8
8/17/22 Cathy Chester attended the meeting and discussed the book "Unbound: My Story of Liberation and the birth of the me too movement" by Tarana Burke
- **Diversity and Inclusion Committee Meeting**
Attendees: ? people
8/31/22 Cathy Chester attended monthly meeting discussing
- **MAC (Managerial Advisory Council) Meeting**
Attendees: 120+
8/17/22 Robert Aldi attended monthly meeting also becoming Parliamentarian for future meetings. It is a focus/resource group for managers within the Executive Branch of state government.

- **CHRO Clerical Meeting**
Attendees: 3
8/24/22 Cathy Chester attended the brief meeting to discuss any issues/ideas clerical throughout agency have
- **CEA Meeting**
Attendees: ?
8/30/22 Cathy Chester attended the monthly meeting

West Central Region

Future Activities

Past Activities

- **Community Engagement Ambassadors**
Attendees: 2
08/15 Trainees Courtney Winch and Chris Blustein held a meeting to discuss current and future outreach opportunities for West Central.

08/25 Trainee Courtney Winch discussed outreach with new employee & Trainee Ashanti Fleming. A follow up is planned to discuss new outreach opportunities & increased staff involvement.
- **Diversity & Inclusion Committee**
Attendees: 10
08/04 Trainee Chris Blustein authored DEI social media series on addiction. Published 08/23 & 08/24.
08/12 Trainee Courtney Winch assisted with the creation and implementation of CHRO's first DEI Monthly Newsletter distributed on 08/12.
08/15 Trainee Courtney Winch attended DEI newsletter subcommittee meeting and subsequently worked on collecting additional resources for future issues.
08/16 Trainee Courtney Winch attended DEI reference guide subcommittee meeting and subsequently reviewed both external and internal guides for edit.
08/17 Trainee Courtney Winch attended the D&I book club monthly meeting.
08/31 Trainee Courtney Winch attended the D&I monthly meeting.
- **Kid's Court Academy**
Attendees: 30
08/16 Trainee Courtney Winch attended Kid's Court Academy meeting to watch a documentary about the Holocaust.

Southwest Region

Future Activities

- **CHRO Social Media Team**
9/2/22 & 9/16/22 Southwest Regional HRO Representative Courtney Shields will attend the meetings to plan the CHRO social media posts for October 2022. The Team will work together throughout the month editing and publishing posts.
- **Webinar: Addressing Stereotyping and Bias During Mediations**
9/12/22 Southwest HRO Representative Carolyn Anderson will attend the hour-long education webinar presented by the Connecticut Bar Association (CBA). The event is open to CBA members and to non-members for a fee.
- **CHRO Diversity, Equity, and Inclusion (DEI) Newsletter Subcommittee**
9/9/22 Southwest HRO Representative Courtney Shields will attend the meeting to assist with planning, drafting, creating images, and distributing the September 2022 DEI CHRO Newsletter.
- **CHRO Diversity and Inclusion Agency-Wide Training Subcommittee**
9/9/22 Southwest HRO Representative Courtney Shields will attend the meeting to discuss the curriculum for the next CHRO agency-wide Diversity and Inclusion Training in October 2022.
- **State of Connecticut Management Advisory Council (MAC)**
9/21/22 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**
9/28/22 Southwest HRO Representative Courtney Shields and HRO Trainee Abygail Meeks will attend the meetings and participate in researching and writing agency posts.
- **CHRO Kids Court Academy**
Southwest HR Representative Debra Drexler plans to volunteer as a facilitator.
- **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.

Past Activities

- **CHRO Kids Court Academy**
8/2/22 & 8/16/22 Southwest Regional HRO Representative Debra Drexler attended and participated as a facilitator.
- **CHRO Technology Committee**
Attendees: 10
8/8/22 Southwest HRO Representative Jessica Kohut attended the meeting to discuss current tech. issues and brainstorm potential future improvements to assist the agency and the Southwest region.
- **CHRO Diversity, Equity, and Inclusion Newsletter Subcommittee**
Attendees: 5
8/15/22 Southwest HRO Representative Courtney Shields participated in the meeting to plan the September 2022 CHRO DEI Newsletter.
- **State of Connecticut Management Advisory Council (MAC)**
Attendees: 136
8/17/22 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 Social Media Team**
Attendees: 3
8/19/22 Southwest HRO Representative Courtney Shields attended the meeting to plan the agency's social media posts for September 2022. The Team works together throughout the month to review, edit, and finalize all posts published on the CHRO social media accounts. In August, Courtney updated the text and created images for two CHRO social media posts: *What is the CHRO? Part 15: Office of Public Hearing*, posted 8/17, and *Addiction as a Protected Class, Part 1* of a 2-part series, posted 8/23. Courtney also participated on 8/19/22 as a member of the Social Media Team in a meeting with the agency Executive Outreach Coordinator to plan a post for Hispanic Heritage Month.
- **CHRO Diversity & Inclusion Committee**
8/31/22 Southwest HRO Representative Courtney Shields attended the monthly meeting, during which Committee members shared updates on ongoing projects, internal and external versions.

Media Inquiries: 2

Meetings: 2

Inquiries: 5

Public hearings: n/a

Sexual Harassment Law: 69(August) and 7012(cumulative)