

To: Tanya Hughes, Executive Director
From: Cheryl Sharp, Deputy Director
Re: **CHRO Outreach Activities**
Date: August 1, 2023

Outreach Successes:

- **July Social Media**
The CHRO's Social Media Team of Jody Walker-Smith, Courtney Shields, Spencer Hill, and Rachel O'Reilly created 27 posts for the agency's Facebook and Instagram accounts.
- **DECD/CHRO - Civil Rights Museum**
Attendees: 5
07/03/23 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell met with DECD regarding funding opportunities for the civil rights museum.
- **WICC RADIO**
Attendees: n/a
07/03/23 HRO Attorney Spencer Hill spoke about topic of civil rights activism as the highest form of patriotism on the weekly radio segment.
- **Contract Compliance Outreach to the CT State Historic Preservation Office**
Attendees: 5
07/05/23 with James Murray and Alvin Bingham CHRO staff met with the CT State Historic Preservation Office to discuss how their agency can ensure state tax dollars are spent equitably and responsibly.
- **Commissioner Training**
Attendees: 3
7/06/23 Legal Directors Kimberly Jacobsen and Michelle Dumas Keuler trained Commissioner Harris on case processing and substantive legal topics.
- **Community Engagement Ambassador Meeting**
Attendees: 5
07/06/23 Outreach Coordinator Ana Mitchell led the meeting to review and discuss regional outreach, legislative and education.
- **CTSAC: Overview of Zoning Report**
Attendees: 20
07/06/23 Deputy Director Cheryl Sharp participated in the CTSAC Teams meeting where Cheryl serves as a member of the Commission. The Commission is a national civil rights organization- the United States Commission on Civil Rights.

- **OLR Performance Training**
Attendees: 10
 07/07/23 Legal Directors Kimberly Jacobsen and other members of management attended OLR's training on disciplinary issues.
- **WICC RADIO**
Attendees: n/a
 07/10/23 Legal Director Kimberly Jacobsen spoke about the anniversary of the ADA on the weekly radio segment.
- **Fair Housing Networking Event**
Attendees: 10-15
 07/10/23 Attended a networking event for fair housing attorneys in Easthampton, MA. Attendees included Joel Feldman and an associate attorney from Heisler, Feldman, McCormick, P.C., the executive director and other staff of the Massachusetts Fair Housing Center, and several attorneys from Community Legal Aid.
- **Commission on Racial & Ethnic Disparity**
Attendees: 20
 07/10/23 Deputy Director Cheryl Sharp attended the WebEx Commission on Racial & Ethnic Disparity meeting as a member of the Commission.
- **July's DEI Monthly Newsletter**
 07/13/23 – Attorney Jody Walker-Smith led a team with Attorneys Spencer Hill and Megan Graefe and investigator Courtney Shields in preparing and disseminating a DEI monthly newsletter.
- **Griffin & Strong Affirmative Action Panel**
Attendees: 100+
 07/13/23 Attorneys Anna-Marie Puryear and Michael Roberts attended an expert panel regarding the United States Supreme Court's affirmative action decision and its effects on public employment affirmative action programs. The panel was organized and presented by Griffin & Strong, the company that is helping conduct the Disparity Study.
- **Hartford Jazz Festival, Hartford, CT**
Attendees: 3000+
 07/14-07/15/23- Provided materials and information on discrimination/complaint filing to attendees of the Jazz festival. Interact with community and provide information on CHRO services, training, and anti-discrimination laws.
- **CHRO's DEI Resource Discussion Series (formerly known as Book Club)**
Attendees: 17
 07/19/23– Attorney Jody Walker-Smith led a discussion in the monthly CHRO's DEI Resource Discussion series – this month's discussion centered around two articles on mental health stigma.

- **CHRO Summer Symposium Planning Meeting**
Attendees: 5
 07/19/23 – Attorney Jody Walker-Smith coordinated and attended a meeting with CHRO executive interns Daphne Goodsby, Caitlin Doherty, and Alexandra Bernstein-Naples, and Kyle Smith, Senior Associate Director of Admissions at Trinity College to make connections and identify potential speakers for the CHRO’s summer symposium on affirmative action.
- **MAC Monthly meeting**
Attendees: 50
 07/19/23 Legal Director Kimberly Jacobsen attended the monthly CT Management Advisory Council meeting.
- **DEI Resource Discussion Series**
Attendees: 15
 07/19/23 Attorneys Megan Graefe and Libby Reinish attended monthly internal DEI discussion about how cultural influences impact mental health services and stigma; explored how we can better serve constituents with mental health concerns.
- **Contract Compliance Outreach to the Department of Energy and Environmental Protection**
Attendees: 2
 07/19/23 CHRO staff met with DEEP to discuss how state grants can ensure tax dollars are spent equitably and responsibly.
- **SW Human Rights Summit – Introductory Meeting**
Attendees: 4
 07/20/23 – Attorneys Jody Walker-Smith and Spencer Hill and Executive Director Tanya Hughes joined Julia Nesbitt, Director of Health Equity & Diversity from Southwest Community Health Center to discuss zoning and their upcoming 2023 Human Rights Summit.
- **Human Rights Community-Based Organizations Fair at UCONN**
Attendees: 4
 07/20/23 – Human Rights Attorney Gabriela Sandoval and Human Rights Investigator Chiedza Rodriguez. Provided information about the Commission, anti-discrimination laws, and our services and complaint process and answered questions for students and teachers.
- **CTRP3 Advisory Board**
 07/24/23 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp attended the Zoom meeting - CT Racial Profiling Prohibition Project.

- **Southwest Human Rights Summit Planning Meeting**
Attendees: 6
07/24/23 The CHRO Executive Director Executive Director and attorneys Jody Walker-Smith and Spencer Hill met with Julia Nesbitt of the Southwest Community Health Center to plan for a human rights summit to be held later this year. The CHRO will be on a panel discussing the issues of housing segregation and its impact on other parts of life.
- **UConn/CHRO - Civil Rights Museum**
Attendees: 6
07/26/23 Deputy Director Cheryl Sharp, Outreach Coordinator Ana Mitchell, and CHRO Storekeeper Mike Mitchell met with UConn officials and Alan Tan from CWCSEO to view potential space at the Hartford UConn campus for the museum.
- **CHRO's DEI Committee Monthly Meeting**
Attendees: 13
07/26/23 – Co-chair and attorney Jody Walker-Smith led the agency's monthly DEI committee meeting, including a mid-year check-in, project updates, and new member welcome.
- **WICC RADIO**
Attendees: n/a
07/31/23 Human Rights Attorney Robin Fox spoke about whistleblowing.
- **Real Art Ways/KCA**
07/31/23 Ana Mitchell Bilingual Outreach Coordinator met with the Learning and Educational Manager to discuss the use of equipment for KCA movies.

Future Outreach Activities:

- **Social Media**
The CHRO's Social Media Team of Jody Walker-Smith, Courtney Shields, Spencer Hill, and Rachel O'Reilly are planning to create posts for the agency's Facebook and Instagram accounts.
- **August DEI Monthly Newsletter**
TBD – Attorney Jody Walker-Smith will lead a team with Attorneys Spencer Hill and Megan Grant and investigator Courtney Shields in preparing and disseminating a DEI monthly newsletter.
- **Kids Court Academy Year 3**
08/01, 08/15, 08/29 This Program is an outgrowth or expansion of the CT Kids Speak and CT Kids Court Programs. CT Kids Court Academy is a free, 17-week attorney and social justice pipeline program for middle school and high school students.
- **Quarterly Fair Housing Training**
8/02/23 Legal Directors Kimberly Jacobsen and Michelle Dumas Keuler will put on a fair housing training for members of the public.

- **Executive Interns' Summer Symposium**
 08/03/23 The focus will be on ***Charting the Future of CT Educational Reform: Navigating the Post-Affirmative Action Landscape***. The symposium will be held virtually on Teams. Panelists will be Amin Gonzalez, VP and Dean of Admission and Financial Aid at Wesleyan University; Richard Sugarman, President of Hartford Promise; Karrol-Ann Brown, Director of Racial Justice Project at the Center for Children's Advocacy; Jia-Hui Stefanie Wong, Professor of Education Studies at Trinity College; Spencer Hill, CHRO Attorney.
- **Intern Symposium**
 8/03/23 Legal Director Kimberly Jacobsen and other members of the legal staff will attend the webinar about Affirmative Action.
- **CTRP3 Policy Subcommittee**
 08/08/23 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp will attend the Zoom meeting - CT Racial Profiling Prohibition Project.
- **Community Engagement Board (CEB) Meeting**
 08/09/23 Deputy Director Cheryl Sharp will participate in the meeting with the State's Attorney's office.
- **IAOHRA Conference**
 08/13-08/17/23 Deputy Director Cheryl Sharp, Eastern Regional Manager Bob Aldi, Outreach Coordinator Ana Mitchell, and Storekeeper Mike Mitchell will participate in the IAOHRA Conference from August 13 through August 17, 2023. CHRO will share its activities and enforcement successes and participate in panel discussions with national leaders. Further, we will be able, during future forums, to share ideas with member agencies and human rights advocates.
- **CHRO's DEI Resource Discussion Series (formerly known as Book Club)**
 08/16/23 – Attorney Jody Walker-Smith will attend the monthly CHRO's DEI Resource Discussion Series – this month's discussion centers around themes in the book [The Pretty One: On Life, Pop Culture, Disability, and Other Reasons to Fall in Love with Me](#) by Keah Brown.
- **My Story, Your Story, We Are One**
 08/24/23 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell will be recording Alan Tan of CWCSEO and Attorney General William Tong for this CHRO initiative.
- **CHRO's DEI Committee Monthly Meeting**
 08/30/23 – Attorney Jody Walker-Smith, co-chair of the CHRO's DEI Committee, will lead a monthly meeting including education and discussion on DEI topics.
- **Equity and Discrimination Law**
 08/31/23 – 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 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:

- Contract Compliance Training - DECD Brownfield Grantees July 12th
Attendees: 70
- Contract Compliance Technical Assistance Training – July 13th
Attendees: 19
- Contract Compliance Training for General Contractors - July 13th
Attendees: 11

AA/CC

AA TA:

AA Meetings:

AA Special Projects:

CC TA: 1037

CC TA Session:3

Housing

Future Activities:

None Reported

Past Activities:

- **Fair Housing Accessibility First -Reasonable Modifications and Reasonable Accommodations training**
Attendees: 50
07/11/23 HRO Representative, Housing Discrimination Unit Marisol Sala attended via Zoom
- **Fair Housing Act at 55-Advancing a Blueprint for Equity**
Attendees: 500
07/16-18 HRO Representatives in the Housing Discrimination Unit, Jackie Elam and Marisol Sala attend a conference in Washington, DC.

Capitol Region

Future Activities:

None Reported

Past Activities:

- **Hartford Jazz Festival**
Attendees: 1500+
07/15-16 HRO Representatives Laura, Evelyn and Na'eelah attended the annual event where they educated and informed the public what services CHRO offers.
- **D&I Committee**
Attendees: 5
07/26 HRO Representative Ann Gaylor attended the monthly meeting.

Eastern Region

Future Activities:

- **National Night Out**
8/1/23 Cathy Chester, Zach Cobb, Rachel O'Reilly, Mario Garrido to attend.
- **Charting the Future of CT Educational Reform**
8/3/23 Zach Cobb to attend.
- **Celebrate Cultural Diversity Meeting**
8/7/23 and 8/21/23

- **CEC Meeting**
8/10/23
- **GNACC Healthy Living Meeting**
8/11/23
- **International Association of Human Rights Association**
8/12-8/17 Robert Aldi to attend.
- **DEI Book Club**
8/16
- **DEI Committee Meeting**
8/30

Past Activities:

- **CEA Meeting**
Attendees: 5
07/06 Rachel O'Reilly attended the monthly meeting.
- **Celebrate Cultural Diversity Event Meeting**
Attendees: 6+
07/10, 07/17 & 07/24 Cathy Chester attended the meetings.
- **DEI Book Club**
Attendees: 8
07/19 Human Rights Trainee Rachel O'Reilly attended the monthly meeting.
- **GNACC Healthy Living Meeting**
Attendees: 8
07/21 Human Rights Trainees Zach Cobb and Rachel O'Reilly attended the Legislative Breakfast at the Holiday Inn in Norwich.
- **SMT Meeting**
Attendees: 4
7/26 Rachel O'Reilly attended.
- **DEI Committee Meeting**
Attendees: 8
7/26 Rachel O'Reilly attended.
- **Tech Committee Meeting**
7/31 Cathy Chester to attended.

West Central Region

Future Activities:

- **Waterbury YMCA Graduation Gift Card Event**
08/18
- **AmeriCorps Summer Senior Expo**
08/10
- **Hispanic Heritage Month Business Exp**
9/30

Past Activities:

- **Community Engagement Ambassadors Committee**
Attendees: 5
07/06 Representative Christopher Bluestein and Trainee Ashanti Fleming attended the Community Engagement meeting and planned for future projects.
- **Epilepsy Foundation of CT**
Attendees: 4
07/12 Representative Christopher Blustein met with the Directors of the foundation and made plans to present about CHRO at a seminar in Oct/Nov 2023.
- **Hartford Jazz Festival**
Attendees: 1500+
07/16 Representative Christopher Blustein came to the event.

Southwest Region

Future Activities:

- **ADA and Mental Health: The Hidden Disability**
8/9 Southwest Regional Manager Jamie Rubin will attend this EEOC virtual training. The EEOC and experts in the field will explore the often overlooked or misunderstood mental health disabilities. Topics will include Reasonable Accommodations, Interactive Process, and Best Practices.
- **Charting The Future of CT Educational Reform: Navigating the Post Affirmative Action Landscape**
8/3 Southwest Regional Staff will attend the virtual symposium hosted by the CHRO summer interns.

- CHRO Diversity, Equity, and Inclusion (DEI) Newsletter Subcommittee**
Scheduled to publish week of 8/7/23
 Southwest HRO Representative Courtney Shields will collaborate with her colleagues to edit text, create images, and distribute the August 2023 Diversity, Equity, and Inclusion Newsletter on behalf of the agency and plan the September 2023 CHRO DEI Newsletter.
- CHRO Diversity & Inclusion Committee**
 Southwest HRO Representative Courtney Shields will attend the Diversity & Inclusion Committee's monthly meeting and participate in researching and writing for special projects as needed.
- CHRO DEI Social Media Team Subcommittee**
 Southwest HRO Representative Courtney Shields will update the text and create images for social media posts throughout the month. She will also work with a small team of agency staff to edit and publish all other agency social media posts throughout the month and plan posts for September 2023.
- MAC State of CT Management Advisory Committees**
 Southwest Regional Manager Jamie Rubin will attend the August committee meeting open to all State of Connecticut non-union managers as the CHRO Representative and will additionally attend the voting member subcommittee meeting the same day.
- CHRO Technology Committee**
 Southwest Human Rights Representative Jessica Kohut will attend the August meeting to review and discuss regional tech. concerns and to brainstorm potential future improvements.
- CHRO Outreach Ambassador Meeting**
 Southwest Human Rights Representative Christine Rowan will attend the August meeting to review and discuss possible outreach and education opportunities.

Past Activities:

- CHRO Diversity, Equity, and Inclusion Newsletter Subcommittee**
Attendees: 4/1062 Newsletter Subscribers
 7/13/23-Southwest HRO Representative Courtney Shields collaborated with her colleagues to edit text, create images, and distribute the July 2023 Diversity, Equity, and Inclusion Newsletter on behalf of the agency and plan the August 2023 CHRO DEI Newsletter.
- CHRO Diversity, Equity, and Inclusion Social Media Team Subcommittee**
Attendees: 4
 Southwest HRO Representative Courtney Shields drafted and updated text and created images for agency social media posts for Minority Mental Health Awareness Month and the update to Part One of the "What is the CHRO?" series. She also worked with a small team of agency staff to edit and publish all other agency social media posts throughout the month and to plan posts for August 2023.

- **CHRO Semi-Annual Agency-Wide DEI Training Subcommittee**
Attendees: Subcommittee Members - 8
 Southwest HRO Representative Courtney Shields met with investigators and attorneys from across units to debrief and discuss feedback on the June agency-wide Diversity, Equity, and Inclusion (DEI) Training. This training included a discussion of the most common terms and definitions associated with sex, gender identity and expression, and sexual orientation and how knowledge and understanding of these concepts can help with agency staff's work on behalf of the Commission.
- **CHRO Diversity & Inclusion Committee**
 7/26/23 Southwest HRO Representative Courtney Shields attended the Diversity & Inclusion Committee's monthly meeting and participated in researching and writing for special projects as needed.
- **MAC State of CT Management Advisory Committees**
 Southwest Regional Manager Jamie Rubin attended the July committee meeting open to all State of Connecticut non-union managers as the CHRO Representative as well as the voting member subcommittee meeting.
- **CHRO Technology Committee**
 Southwest Human Rights Representative Jessica Kohut attended the July meeting to review and discuss regional tech. concerns and to brainstorm potential future improvements.
- **CHRO Outreach Ambassador Meeting**
 Southwest Human Rights Representative Christine Rowan attended the July meeting to review and discuss possible outreach and education opportunities.

Media Inquiries: 0

Meetings: 20

Inquiries: 14

Public hearings: n/a

Sexual Harassment Law: 39 (June) and 7553 (cumulative)