

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

### **Outreach Successes:**

- **November Social Media**  
**Followers: 1.8K on Facebook and 1,043 on Instagram**  
The CHRO's Social Media Team of Jody Walker-Smith, Courtney Shields, Spencer Hill, and Rachel O'Reilly created 22 posts for the agency's Facebook and Instagram accounts.
- **Fair Housing Training**  
**Attendees: N/A**  
11/1 - Legal Directors Kimberly Jacobsen and Michelle Dumas Keuler trained members of the public on fair housing laws.
- **Statewide Farm Fair Disability Training**  
**Attendees: 45**  
11/4 - Legal Director Michelle Dumas Keuler trained members of the public on fair disability laws.
- **Update Training for State Agency EEOs and AG Designees Session 1**  
**Attendees: 65**  
11/8 – Attorneys Jody Walker-Smith, Robin Fox, and Spencer Hill provided 3-hour trainings on updates to discrimination law pursuant to Conn. Gen. Stat. 46a-68 to all existing EEO officers and attorney general designees.
- **One of a Million: The Story of Holocaust Survivor Ruth Weiner**  
**Attendees: 80**  
11/9 – Executive Director Tanya Hughes, Deputy Director Cheryl Sharp, Outreach Coordinator Ana Mitchell and Legal Director Kimberly Jacobsen and other CHRO staff attended the film premiere event and moderate a panel discussion.
- **Update Training for State Agency EEOs and AG Designees Session 2**  
**Attendees: 65**  
11/14 – Attorneys Jody Walker-Smith, Robin Fox, and Spencer Hill provided 3-hour trainings on updates to discrimination law pursuant to Conn. Gen. Stat. 46a-68 to all existing EEO officers and attorney general designees.
- **Local Human Rights Commissions**  
**Attendees: 17**  
11/14 - Attorney Robin Fox and Investigator Jo Keogh provided training to members of several local/municipal human rights agencies about the CHRO process and laws enforced by the CHRO.

- **CHRO's DEI Resource Discussion Series**  
**Attendees: N/A**  
 11/15 – Attorney Jody Walker-Smith and other CHRO employees attended the monthly CHRO's DEI Resource Discussion Series – this month's discussion centers around Native American Heritage Month and themes from the book [There There](#) by Tommy Orange.
- **CT Property Owners Alliance**  
**Attendees: 25**  
 11/16 - Legal Director Michelle Dumas Keuler conducted a general fair housing training.
- **Law of Hate Symposium at UConn Law**  
**Attendees: 100**  
 11/17 - Legal Director Kimberly Jacobsen and other members of the legal division attended The James W. Cooper Fellows of the Connecticut Bar Foundation and the University of Connecticut School of Law symposium ***The Law of Hate*** this program provided a safe and inclusive forum to discuss hate crimes and profile the work of the Hate Crimes Advisory Council. The event was open to the public.
- **WICC Radio - in the Morning**  
**Attendees: N/A**  
 11/20 – Attorney Jody Walker-Smith discussed on the radio how to counteract implicit bias.
- **November's DEI Monthly Newsletter**  
**Subscribers: 1,054**  
 11/21 – Attorney Jody Walker-Smith led a team with Attorneys Spencer Hill and Megan Graefe, investigator Courtney Shields, and Affirmative Action trainee Jase Olavarria in preparing and disseminating a DEI monthly newsletter.
- **Open Communities Alliance Voucher meeting**  
**Attendees: N/A**  
 11/28 – Legal Director Michelle Dumas Keuler attended the meeting.
- **CHRO's DEI Committee Monthly Meeting**  
**Attendees: 6**  
 11/29 – Co-chair and attorney Jody Walker-Smith led the agency's monthly DEI committee meeting.

## 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.
- **December DEI Monthly Newsletter**  
TBD – Attorney Jody Walker-Smith will lead a team with Attorneys Spencer Hill and Megan Graefe, investigator Courtney Shields, and Affirmative Action trainee Jase Olavarria in preparing and disseminating a DEI monthly newsletter.
- **Southwest Community Health Center's Human Rights Summit**  
12/08 – Attorneys Jody Walker-Smith and Spencer Hill will be panelists speaking about redlining and housing discrimination.
- **CBA DEI Committee Meeting**  
12/11 – Attorneys Kimberly Jacobsen and Jody Walker-Smith will attend the CT Bar Association's DEI committee meeting.
- **WICC Radio – Melissa in the Morning**  
12/18 – Attorney Jody Walker-Smith will appear on the radio to discuss how to counteract implicit bias.
- **DEI Program at the CHRO's Agencywide**  
12/19 – Attorneys Jody Walker-Smith, Spencer Hill, and Megan Graefe, investigators Cheyanne Clark, Courtney Shields, and Rachel O'Reilly, and Affirmative Action trainee Jase Olavarria will present a DEI program for the full agency.
- **CHRO's DEI Committee Monthly Meeting – Lunch and Learn**  
12/20 – Attorney Jody Walker-Smith, co-chair of the CHRO's DEI Committee, will lead an extended monthly meeting Lunch and Learn Training for the DEI Committee.

## 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.

## **ACT COMPLIANCE/AFFIRMATIVE ACTION OUTREACH**

### **Future Activities:**

None Reported

### **Past Activities:**

- Contract Compliance Technical Assistance Training – 11/7  
**Attendees: 31**
- Contract Compliance Training for Municipalities – 11/7  
**Attendees: 26**

## AA/CC

AA TA: 6

AA Meetings: 1

AA Special Projects:

CC TA: 2

CC TA Session: 1352

## Housing

### **Future Activities:**

None Reported

### **Past Activities:**

- **National Fair Housing Training Academy (NFHTA) Basics of Fair Housing – Segment 1**  
**Attendees: N/A**  
10/30 – 11/2 HUD, Jacqueline Elam Housing Representative attended the virtual training ensures that FHIP and FHAP participants have a foundational framework, which they can build upon to carry out their duties in a professional and proficient manner.
- **CHRO Fair Housing Training w/ Michelle and Kimberly (Virtual)**  
**Attendees: 8**  
11/1 - Jacqueline Elam Housing Representative attended the Fair Housing trainee.
- **Mission Health Day Danbury**  
**Attendees: 200+**  
11/04 - Jacqueline Elam Housing Representative – attended a day of providing food, services, medical attention, and information to those who cannot make ends meet and those in the large Hispanic community who are experiencing homelessness. Sponsored by Nuvance Health.
- **Uniformity Committee Meeting**  
**Attendees: 19**  
11/13 - Jacqueline Elam Housing Representative and Diane Carter Housing Supervisor attended Discussion on creating uniformity will all the agency forms.
- **HUD PD&R Quarterly Update on Cash Assistance and Housing (Virtual)**  
**Attendees: N/A**  
11/16 - Jacqueline Elam Housing Representative, attended the training to learn about the across the country, guaranteed income programs are pioneering a new model of assistance to low-income households. In this Quarterly Update, PD&R will bring together practitioners, government officials, researchers, and funders to better understand these guaranteed income programs and their impact on housing opportunities.

- **NFHTA Fundamentals of Fair Housing (Virtual) – Intake**  
**Attendees: N/A**  
 11/27 – 11/30 Jacqueline Elam Housing Representative attended the Fair Housing trainee.

## Capitol Region

### **Future Activities:**

None Reported

### **Past Activities:**

- **The Black, Beauty, and Butterflies Turner’s Down Syndrome walk / GOTV Fall Block Party and Health Fair!**  
**Attendees: 100+**  
 11/04 - Representatives Arnaldo Guadalupe and Tausha Thomas – attended the **Turner’s Down Syndrome walk** and GOTV Health Fair held at Yard Goats Stadium highlighting the state agency's resources and informed attendees about how to file a complaint with the CHRO if they feel they have been the victim of discrimination at work, in housing, or in a public place.
- **One of Millions: The Story of Holocaust Survivor Ruth Weiner Film and discussion**  
**Attendees: 100**  
 11/08 - Representative Ann Gelar attended the "One of Millions" Ruth Weiner Holocaust Film and Discussion at Real Art Ways. The Commission on Human Rights continues to partner with the community to create events that educate other cultures and their history. Ruth Weiner a Survivor of the Holocaust shared her story through a documentary film created by CHRO and RAW filmmakers.  
 We shared a special evening on the 85<sup>th</sup> Anniversary\_of Kristallnacht, Germany's "Night of Broken Glass", getting to know each other and learning about the Holocaust as we watched the film and listened to the panelist.

## Eastern Region

### **Future Activities:**

- **Community Engagement Meeting**  
 1/2024 in person in Hartford.
- **Social Media Team**  
 12/15

### **Past Activities:**

- **Community Engagement Meeting**  
**Attendees: 3**  
 11/02 - HR Representative Rachel O'Reilly attended.

- **CHRO CT Town Human Rights Complaint Processing**  
**Attendees: 80**  
11/14 - HR Representatives Rachel O'Reilly & Cathy Chester attended the invitation only event to raise awareness of our agency to various civil human rights organizations statewide.
- **DEI Resource Discussion Series**  
**Attendees: 6**  
11/15 - HR Representative Rachel O'Reilly attended.
- **DEI Training Committee**  
**Attendees: 6**  
11/20 - HR Representative Rachel O'Reilly attended to plan agency wide training agenda.
- **Tech Committee Meeting**  
**Attendees: 4**  
11/20 - Secretary II Cathy Chester attended.
- **Social Media Team**  
**Attendees: 4**  
11/27 - HR Representative Rachel O'Reilly attended a planning meeting for outreach via social media.

### West Central Region

#### Future Activities:

#### Past Activities:

- **One of Millions: The Story of Holocaust Survivor, Ruth Weiner**  
**Attendees: 50+**  
11/09 - HR Representative Sancha Works attended the CHRO film screening of One of Millions which detailed the life story of Ruth Weiner, a holocaust survivor.
- **CHRO Presentation for HRCs**  
**Attendees: 20+**  
11/14 - HR Representative Christopher Blustein attended a presentation hosted by Attorney Robin Fox and Investigator Jo Keogh which provided an overview of protected classes in Connecticut, discussed the types of complaints the CHRO handles, and reviewed the CHRO case process.
- **Epilepsy CT Workplace Discrimination Discussion**  
**Attendees: N/A**  
11/28 – HR Representatives Christopher Blustein and Trainee Ashanti Fleming will talk about how to file a CHRO discrimination complaint on the basis of a medical condition or disability.

## **Southwest Region**

### **Future Activities:**

- **CHRO Uniformity Committee Meeting**  
12/11 - Southwest HRO Representative Christine Rowan and Regional Manager Jamie Rubin will attend the monthly meeting to collaborate with colleagues to review and edit CHRO documents to create uniform documents to be utilized on an agency-wide basis.
- **State of CT Management Advisory Committee (MAC) Meeting**  
12/13 - Southwest Regional Manager Jamie Rubin will attend the general meeting open to all statewide managers, as well as the agency representative meeting open to agency management representatives and alternates for voting and planning purposes.
- **CHRO Diversity, Equity, and Inclusion (DEI) Newsletter Subcommittee**  
Newsletter Scheduled to go out week of December 11. Southwest HRO Representative Courtney Shields will collaborate with her colleagues to edit text, create images, and distribute the December 2023 Diversity, Equity, and Inclusion Newsletter on behalf of the agency and plan the January 2024 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. She will assist in the training and presentation at the Agency Wide Training.
- **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 January 2024.
- **CHRO Technology Committee**  
Southwest Human Rights Representative Jessica Kohut will attend the December 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 December meeting to review and discuss possible outreach and education opportunities.

### **Past Activities:**

- **Families United in Newtown (F.U.N.) Board Meeting**  
**Attendees: 6**  
11/12 - Southwest HRO Representative Christine Rowan attended a board meeting for the non-profit organization Families United in Newtown where the ongoing presence of the CHRO at future F.U.N. events throughout the year, as a resource of information to participants, was discussed. Families United in Newtown provides individuals with



special needs, and their families, social and community-based opportunities with peers in a caring environment. Educating the public on issues impacting individuals with disabilities is one of the new initiatives that F.U.N. is working on.

- **CHRO Uniformity Committee Meeting**  
**Attendees: 19**  
11/13 - Southwest HRO Representative Christine Rowan collaborated with her colleagues to review and edit CHRO documents with the purpose of creating uniform documents to be utilized on an agency-wide basis. The Committee will reconvene monthly for the purpose of bringing document uniformity throughout the agency.
- **CHRO Diversity, Equity, and Inclusion Newsletter Subcommittee**  
**Attendees: 5 and 1,054 Newsletter Subscribers**  
11/13 - Southwest HRO Representative Courtney Shields collaborated with her colleagues to edit text, create images, and distribute the November 2023 Diversity, Equity, and Inclusion Newsletter on behalf of the agency and plan the December 2023 CHRO DEI Newsletter.
- **CHRO 101 Presentation**  
**Attendees: 20**  
11/14 - Southwest HRO Representative Christine Rowan attended the CHRO 101 Presentation tailored to Town DEI's and human rights and relations organizations. CHRO Attorney Robin Fox and Investigator Jo Keogh provided an overview of protected classes in Connecticut, discussed the types of complaints the CHRO handles, and reviewed CHRO case processing.
- **CHRO Diversity, Equity, & Inclusion Training Subcommittee December 2023 Agency-Wide Planning Meeting**  
**Attendees: 6**  
11/20 - Southwest HRO Representative Courtney Shields met with a cross-unit team of staff to plan the DEI training for the upcoming Agency-Wide Training session in December 2023.
- **CHRO Diversity, Equity, and Inclusion Social Media Team Subcommittee**  
**Attendees: 4**  
11/27- Southwest HRO Representative Courtney Shields drafted and updated text and created images for agency social media posts including features on Election Day, Native American Heritage and Connecticut history, The Relocation of the Osage Nation, and International Day for the Elimination of Violence Against Women (IDEVAW). 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 December 2023.
- **CHRO Diversity & Inclusion Committee**  
**Attendees: 6**  
11/29 - Southwest HRO Representative Courtney Shields attended the Diversity & Inclusion Committee's monthly meeting and participated in researching and writing for special projects as needed.

Media Inquiries: 2

Meetings:10

Inquiries: 7

Public hearings: n/a

Sexual Harassment Law: 60 (November) and 7787 (cumulative)