

To: Tanya Hughes, Executive Director
From: Cheryl Sharp, Deputy Director
Re: **CHRO Outreach Activities**
Date: February 1, 2024

Outreach Successes:

- **December 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 27 posts for the agency's Facebook and Instagram accounts.
- **Commissioners Regulations Training**
Attendees: 6
01/03 - Legal Directors Kimberly Jacobsen and Michelle Dumas Keuler attended a training for the Commissioners regarding our regulations redraft.
- **Analeh Show discussion on filming**
Attendees: 3
01/04 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell met with Ana from the Analeh show to discuss recording upcoming CHRO Housing ads as part of a HUD partnership grant.
- **Open Communities Voucher subgroup**
Attendees: 15
01/05 - Legal Director Michelle Dumas Keuler attended meeting w/housing groups about upcoming legislative session and housing vouchers.
- **Commission on Racial and Ethnic Disparity in the Criminal Justice System**
Attendees: 15
01/08 Deputy Director Cheryl Sharp attended the Commission on Racial & Ethnic Disparity meeting as a member of the Commission.
- **IAOHRA's webinar "A National Human Rights**
Attendees: n/a
01/09 - Representative Jo Keogh attended the webinar Institution for the US: Why Don't We Have One?"
- **HUD Region 1 FHAP 2nd quarter Call**
Attendees: unknown
01/10 Deputy Director Cheryl Sharp, Attorney Michelle Dumas Keuler, and Housing Supervisor Diane Carter participated in the call with HUD representatives and representatives from across New England.

- **Analeh Show filming**
Attendees: 5
 01/10 Deputy Director Cheryl Sharp, Outreach Coordinator Ana Mitchell, and Storekeeper Mike Mitchell met with Ana and the camera person from the Analeh show at Capital Community College to record upcoming CHRO Housing ads as part of a HUD partnership grant.
- **Legislative meeting w/Legal Services**
Attendees: 10
 01/11 - Legal Director Michelle Dumas Keuler attended a legislative meeting w/Legal Services, et al re: collateral consequences regarding upcoming legislation.
- **CHRO MLK March and Bell Ringing Ceremony**
Attendees: 250
 01/15 CHRO collaborated with many stakeholders to have a successful march and event that aligns with our mission to eliminate discrimination. The event required intense planning and outreach to garner the momentum needed to propel the agency into the spotlight. In addition to Cheryl and Ana, the Executive Director Tanya Hughes, Attorney Michelle Dumas Keuler, Investigator Sancha Works, and Executive Secretary Kristen Parker assisted with the planning. St. Peter's Church is again a co-sponsor, and the march began in their parking lot.
- **Connecticut Department of Housing (DOH) Round Table Pre-Plan AP 24-25**
Attendees: unknown
 01/16 - Executive Director Tanya Hughes, Deputy Director Cheryl Sharp, and Attorney Michelle Dumas Keuler attended the state agencies round table discussion for input into the preparation of the State of Connecticut 2024-2025 Annual Action Plan for Housing and Community Development.
- **State Round Table Pre-Plan (Department of Housing)**
Attendees: 20
 01/16 - Legal Director Michelle Dumas Keuler attended meeting w/other interested agencies/groups regarding the department of housing and federal funding of their programs.
- **CHRO's DEI Resource Discussion Series**
Attendees: 14
 01/17 – Attorney Jody Walker-Smith assisted Jase Olavarria in leading the monthly CHRO's DEI Resource Discussion series – this month's discussion centered around themes in the movie On The Basis of Sex about Justice Ruth Bader Ginsberg.
- **MAC Advisory Council Meeting**
Attendees: 3
 01/17 - Legal Director Kimberly Jacobsen attended this meeting.
- **ABA Seminar on Antisemitism**
Attendees: n/a
 01/17 - Legal Director Kimberly Jacobsen attended this meeting.

- **Equity Symposium**
Attendees: 150
 01/19 - Executive Director Tanya Hughes and Deputy Director Cheryl Sharp provided opening and closing remarks at the symposium where the equity study was revealed. Deputy Director Cheryl Sharp was also the moderator for the Judicial portion of the panels. Outreach Coordinator Ana Mitchell served on a panel.
- **Cementing Equity in State Government Symposium**
 01/19 - Legal Directors Kim Jacobsen and Michelle Dumas Keuler attended this seminar and moderated a panel.
- **January DEI Monthly Newsletter**
Subscribers: 1,089
 01/19 – 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.
- **"Being Michelle" Panelist**
Attendees: 100
 01/26 - The Commission on Women, Children, Seniors, Equity & Opportunity and the CT State Independent Living Council hosted an in-person screening of the documentary "[Being Michelle](#)" at 10:00 a.m. in Room 2C of the Legislative Office Building in Hartford for where Deputy Director Cheryl Sharp sat on the panel immediately after the film.
- **WILI - "Let's Talk About It"**
Attendees: 5 (program aired on the radio, YouTube, and community access channel)
 01/26 - Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell were on air to discuss racial profiling.
- **Mass Law Consortium Interviews**
Attendees: 2
 01/26 - Legal Directors Kimberly Jacobsen and Michelle Dumas Kuler interviewed students for summer externships.
- **The Center for Family Justice's webinar**
Attendees: n/a
 01/30 - Representative Jo Keogh attended webinar "Know the Signs: Human Trafficking Panel Discussion.
- **MCC Legislative Initiative Breakfast**
Attendees: 40
 01/31 Executive Director Tanya Hughes, Deputy Director Cheryl Sharp, Administrative Advisor Darcy Strand, and Outreach Coordinator Ana Mitchell attended the legislative breakfast for the MCC and promoted the CHRO's community access equity fair.

- **CHRO's DEI Committee Monthly Meeting**
Attendees: n/a
01/31 – Attorney Jody Walker-Smith, co-chair of the CHRO's DEI Committee, led the monthly meeting including education and discussion on DEI topics.
- **Kids Court Academy presentation to PTA and Principals in Fairfield Public Schools Attendees: n/a**
01/31 – Attorney Elizabeth Moyse presented the Kids Court Academy program to the PTA and principals in the Fairfield public schools.

Future Outreach Activities:

- **Social Media**
The CHRO's Social Media Team of Jody Walker-Smith, Spencer Hill, and Rachel O'Reilly are planning to create posts for the agency's Facebook and Instagram accounts.
- **February DEI Monthly Newsletter**
TBD – Attorney Jody Walker-Smith will lead a team with Attorneys Spencer Hill and Megan Graefe and Affirmative Action trainee Jase Olavarria in preparing and disseminating a DEI monthly newsletter.
- **CHRO/EEOC FHAP 1st quarter call**
02/01 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp will participate in the meeting with the EEOC.
- **Community Engagement Committee**
02/01 Deputy Director Cheryl Sharp will participate in the in-house meeting of the Community Engagement Committee.
- **CTRP3 Policy Subcommittee**
02/05 Executive Director Tanya Hughes and Deputy Director Cheryl Sharp will participate in the Zoom meeting - CT Racial Profiling Prohibition Project.
- **CT Bar Association's DEI Pledge Signatories meeting**
02/06 – Attorney Jody Walker-Smith will attend the CBA's DEI Pledge Signatories meeting, representing the agency.
- **Quarterly Fair Housing training**
02/07 - Legal Directors Kimberly Jacobsen and Michelle Dumas Keuler will conduct this training.
- **Kids Court Academy Year 4**
02/13, 02/27 - This Program is an outgrowth or expansion of the CT Kids Speak and CT Kids Court Programs. CT Kids Court Academy is a free, 17-week attorney and social justice pipeline program for middle school and high school students.

- **WNEU Internship Fair**
02/14 - Legal Directors Kimberly Jacobsen and Michelle Dumas Keuler will attend this fair.
- **CTRP3 Advisory Board**
02/22 - Executive Director Tanya Hughes and Deputy Director Cheryl Sharp will attend the Zoom meeting - CT Racial Profiling Prohibition Project.
- **WICC's Melissa in the Morning Radio**
02/26 – Attorney Jody Walker-Smith will appear on WICC's Melissa in the Morning radio program.
- **CTRP3 Community Outreach Subcommittee**
02/28 Deputy Director Cheryl Sharp and Outreach Coordinator Ana Mitchell will participate in the subcommittee meeting for community engagement.
- **CHRO's DEI Committee Monthly Meeting**
02/28 – Attorney Jody Walker-Smith, co-chair of the CHRO's DEI Committee, will lead a monthly meeting including education and discussion on DEI topics.

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 Technical Assistance Training – 01/11
Attendees: 25
- Contract Compliance Training for Municipalities – 01/11
Attendees: 11

AA/CC

AA TA:

AA Meetings: 2

AA Special Projects: 1

CC TA: 2

CC TA Session: 1187

Housing

Future Activities:

None Reported

Past Activities:

- **HUD Exchange Videos on Investigating Complaints on Sexual Harassment in Housing Situations**
Attendees: n/a
01/05 - Housing Investigator Jacqueline Elam attended a roundtable discussion with HUD, DOJ, and NFHA regarding sexual harassment and strategies to investigate and prevent sexual harassment in housing situations. On-demand video offered through HUD Exchange. Watched 2 videos 1.5 hrs each.
- **NFHTA Basics of Fair Housing – Investigations**
Attendees: 60
01/08 – 01/11- Housing Investigator Jacqueline Elam attended a webinar intake officers and investigators a basic framework to carry out duties in a timely, efficient, professional, and proficient manner. Describes key steps for planning investigations, identify and apply elements of proof, and techniques for gathering evidence and writing reports.
- **CHRO MLK Day Children’s March for Peace & Bell Ringing Ceremony**
Attendees: 150
01/15 - Housing Investigator Sunasha Nixon fellowship in a common space for community to gather, break bread and create MLK inspired posters for march, speeches by the youth and political dignitaries, followed by march and bell ringing for peace.
- **NFHTA Fair Housing Complexities: Preparing Organizations to Handle Systemic Cases (Live Forum)**
Attendees: n/a
01/17 - Housing Investigator Jacqueline Elam attended fair housing organizations with a blueprint on how to identify and build a systemic investigation with evidence that will withstand scrutiny (e.g. from respondents’ attorneys, lenders’ attorneys, courts).

Capitol Region

Future Activities:

None Reported

Past Activities:

- **DEI Committee Social Media Posts**
Attendees: 100
01/16 - Capitol Region Manager Jose-Michael Gonzalez drafted posts for the CHRO social media account that went out 1/16/24 (National Day of Healing).
- **Quinnipiac Law Student Training**
Attendees: 5 Law Students
01/17 - Representative Laura Roxbury conducted an on-line training for the Quinnipiac law students on CHRO case process and mediations.
- **Building a Better Future: The Connecticut Latino and Policy Agenda Summit**
Attendees: 100
01/20 - Capitol Region Manager Jose-Michael Gonzalez attended The Latino Summit to in constructive dialogue on legislative and policy matters, fostering an environment conducive to the articulation of community responses to socio-political challenges. With a specific focus on Connecticut Puerto Ricans and other stakeholders, the summit's program is thoughtfully curated to address a spectrum of issues, including economic, fiscal, and socio-political considerations that impact the community: Overview of Pressing Potential Legislative Initiatives, Linguistic Justice, Legislative Panel & Reception breakout meetings to inform barriers to CHRO access to governmental services and information to the Puerto Rican and Latino CT community.
- **DEI Committee**
Attendees: 13
01/31 - Representative Na'eelah Bakari assisted with the planning and execution of the DEI's Committee planning meetings and learning activities.

Eastern Region

Future Activities:

- **GNACC Annual Awards Banquet**
02/22/24
- **CEA Committee Meeting**
02/1/24
- **Social Media Team Meeting**
02/16/24
- **DEI Committee Meeting**
02/28/24

Past Activities:

- **Black History Month Planning**
Attendees: 2
01/12 - Rachel O'Reilly attended.
- **DEI Resource Discussion (aka Book Club)**
Attendees: 10
01/17 - Rachel O'Reilly attended monthly meeting-watched "On The Basis of Sex".
- **GNACC Legislative Breakfast**
Attendees: 40
01/23 - Cathy Chester and Bob Aldi attended meet and greet breakfast to discuss upcoming legislative session.
- **SMT Meeting**
Attendees: 3
01/24 - Rachel O'Reilly attended.
- **Clerical Meeting**
Attendees: 5
01/24 - Cathy Chester attended.
- **TECH Committee Meeting**
01/29 - Cathy Chester attended.

West Central Region

Future Activities:

Past Activities:

- **MLK Jr. Children's March for Peace**
Attendees: 150+
01/15 – Representative Sancha Works attended the march which promoted unity, hope, and peace, and aimed to elevate and empower youth.
- **Kid's Court Academy 2024**
Attendees: n/a
01/23 - In the process of reaching out to 60 school superintendents in our region regarding their student's participation in the event. Approximately ten have been contacted thus far.
- **DE&I**
Attendees: n/a
Chris attended the monthly DE& I committee meeting.
- **Waterbury Commission on Human Rights**
Attendees: n/a
Conversation with commissioner regarding attending one of their meetings in March.

Southwest Region

Future Activities:

- **CHRO Technology Committee**
Southwest Human Rights Representative Jessica Kohut will attend the February 2024 meeting to review and discuss regional tech. concerns and to brainstorm potential future improvements.

Past Activities:

- **CHRO Uniformity Committee Meeting**
Attendees: 20
01/08 - 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 with the public on an agency-wide basis. Committee members were sent draft copies of forms discussed for further revision/edit suggestions.

Meetings: 12

Inquiries: 16

Public hearings: n/a

Number of participants in Cementing Equity in State Government Symposium – 165

Sexual Harassment Law: 37 (January) and 7780 (cumulative)