



Regular Meeting
Thursday, January 10, 2019, 5:30 p.m.
Festival Park Plaza, 225 Ray Avenue, 1st Floor, Fayetteville, NC 28301

Present: Chair Vicki Teachey-Dukes, Vice-Chair Maybelyn Rodriguez Laureano, Commissioner Rosa Garris-Turner, Commissioner Joshua James, Commissioner Georgeanna Pinckney, Commissioner Eric Olson, Commissioner Jeffery Wire, Commissioner Marquita Adger, Commissioner Robert McRae, Commissioner Milette Harris, Commissioner Sharon Hackett

Absent: Commissioner Dr. Mark Kendrick, Commissioner Kevin Brooks, Commissioner Gregory "Greg" Foxx, Commissioner Maria del Pilar Salvat, Commissioner Donna Pelham, Commissioner Ayax Rangel

Staff Present: Dr. Anthony Wade, Director; Yamile Nazar, Manager; and Willetta Ragin, Human Relations Administrative Specialist

The meeting was called to order at 5:44 p.m. by Chair Vicki Teachey-Dukes, followed by a moment of silence and the Pledge of Allegiance led by Commissioner McRae.

Motion to approve agenda was made by Commissioner McRae, seconded by Commissioner Wire, vote-unanimous.

Motion to approve the December 13, 2018 minutes was made by Commissioner Adger, seconded by Commissioner James, vote unanimous.

Committee Reports:

A. **Annual Award Reception.** Vice-Chair Rodriguez Laureano. See attached.

A motion was made to accept the report as written by Commissioner McRae, seconded by Commissioner Pinkney, vote unanimous.

Ms. Yamile Nazar pointed out that the ticket price listed on the Annual Recognition Awards Planning Tracker, Page 2 was listed incorrectly as \$30.00 instead of \$25.00. Vice-Chair Laureano said she would email a corrected Tracker.

Announcements

- Commissioner Harris announced the MLK Committee meeting has been moved to the 2nd Tuesday of every month. She is in discussion with Mary Holmes about the scholarships going forward for next year because the Commission will be unable to use the scholarship money as they have in the past. This year will be the last year the Commission will be able to use money, so they are trying to come up with ways to solicit additional funding for the MLK Scholarship

Fund. Commissioner Harris is trying to get Ms. Holmes to come to the Executive Board meeting first to explain the new process of receiving donations for the fund and then the Executive Board will bring the recommendations to the full Commission.

- Commissioner Wire. Dr. Martin Luther King, Jr. Observance, January 15, 2019, 11:45 a.m., Iron Mike Conference Center. There will be a food sampling of the same meal that was prepared for Dr. Martin Luther King, Jr. the night he was assassinated.
- Commissioner Wire. Black History Month Observance, February 27, 2019, 11:45 a.m., Fort Bragg & Eighteen Air Born Corp has extended an invitation to Dr. Anthony Wade to be the guest speaker. Location TBD.
- Commissioner Wire stated he will be out of state beginning next week end until March 25, 2019. He will be attending to SHARP Academy for a career course at Fort Leavenworth in Kansas and then proceeding to DEOMI March 11-15, 2019.
- Commissioner Wire will be participating in the Walk-Awhile in Her Shoes event for the Rape Crisis Intervention Center of Cumberland County, March 22, 2019, downtown Fayetteville, 7:00 p.m., dinner and followed by a social.
- Commissioner Adger and Vice-Chair Rodriguez Laureano are resigning from the Commission. This will be their last meeting. Commissioner Adger is moving to Maryland. Vice-Chair Rodriguez Laureano is relocating to Miami, Florida, but will still be serving as a volunteer.
- The Fair Housing Five story time, Saturday, January 26, 2019, North Regional Library, 855 McArthur Road, 11:30 a.m., free Fair Housing Five books will be given to the first 25 participants, Girl Scouts will also perform crafts with the children. Light refreshments will be provided.
- Monday, January 28, 2019, Fair Housing Training for Barbers and Stylist, 11:30 a.m., Main Library, Maiden Lane, Lunch will be provided.
- Tuesday, January 22, 2019 Commissioner McRae will be changing jobs and travelling a lot. SGM Bellamy will have jurisdiction of his current office.
- Commissioner Pinckney. Greater Life of Fayetteville, Inc. (GLOF) is hosting a Cupid 5K Fun Walk/Run. The fundraiser is to bring awareness to who the organization is and what they do. GLOF is a non-profit "Intervention Program" organization that provides a safe, nurturing and effective environment for students who receive out-of-school short-term suspension in Cumberland and surrounding counties, grades 3rd to 8th, Saturday, February 9, 2019, 7:30 a.m., Hope Mills Park.

Director's Report. Dr. Anthony Wade. See attachment. On December 12, 2018 the Department collaborated with Ms. Eugenie Balogun to provide Fair Housing Training in French. The training was great.

Dr. Wade met with Dr. Marvin Connelly, Jr. last month and he has been asked to be a part of the strategic planning for the school system February thru May. He stated there may be more to come because they are in discussion about having a student Human Relations symposium.

The Mayor announced yesterday at Coffee with the Mayor that there will be another Unity Vigil taking place January 31, 2019. Commissioner Pinckney was present at the meeting. The Mayor has asked Human Relations to take the lead of the Unity Vigil. More information to come.

Dr. Wade handed out the agenda of the upcoming planning meeting of the Local Human Relations Commissions/Councils/Committees in North Carolina, Tuesday, January 29, 2019, Fayetteville Area System of Transit (FAST) Center, 2nd Floor Conference Room, 505 Franklin Street, Fayetteville, NC 28301, 9:30 a.m. to 12:30 p.m. Lunch will be provided.

Meeting was adjourned at 6:16 p.m., motioned by Commissioner Harris, seconded by Commissioner Pinckney. Vote unanimous.

Approved _____
(Date)

Dr. Mark Kendrick, Secretary



Annual Recognition Awards Committee Meeting
Tuesday, January 8, 2019, 5:30 p.m.
Festival Park Plaza Conference Room
225 Ray Avenue, Fayetteville, NC 28301-5537

Present: Chair Vicki Teachey-Dukes, Vice-Chair Maybelyn Rodriguez Laureano, Commissioner Milette Harris, Commissioner Georgeanna Pinckney (via phone)
Absent: Commissioner Maria del Pilar Salvat

The meeting was called to order at 5:30 p.m. by Chair Vicki Teachey-Dukes.

Ms. Gayle Nelson of *We Got You Covered* was present to discuss event planning strategy as a vendor for the committee.

Discussion:

- B. Commissioner Rodriguez Laureano gave a verbal report. She stated the Commission has been confirmed to have the Annual Awards Reception on Thursday, February 28, 2019. It will be in lieu of the February Executive Board Meeting. She is hoping that all Commissioners can attend. The location of the event has also been confirmed at the Metropolitan Room. Morgan Norwood, Journalist from ABC 11 News has been confirmed as the Mistress of Ceremony. The Committee is changing the language on the sponsorship letter to ask for a generous contribution to the Dr. Martin Luther King, Jr. Endowment Fund, not the Annual Awards Reception, because technically they are supporting the Endowment Fund, not the Annual Awards Reception. She feels the event will be more successful at getting contributions if it is framed this way.
- C. The nominations will be received Monday, January 14th through Friday, February 1st 5pm. The committee will identify community members to serve as reviewers by Friday, February 1st. Application packets just need to update the date. Applications will be accepted by mail if post marked February 1st.
- D. Contributors from previous years will be gathered from the department and a letter will be sent. Commissioner Rodriguez Laureano stated that she did not believe FSU was able to give because of UNC system rules. Other contributors to seek are local churches, City of Spring Lake, NAACP, and Compare Foods.
- E. Ms. Nelson shared ideas regarding decorating the space.
Other event details:
 - There will only be bistro tables this year.
 - Heavy hors d'oeuvres will be served; a tasting will be scheduled with the ARA Committee and Ms. Nelson.
 - The room will be set-up to honor the award winners as past award winners.

The meeting was adjourned at 6:24 p.m. by Chair Vicki Teachey-Dukes.

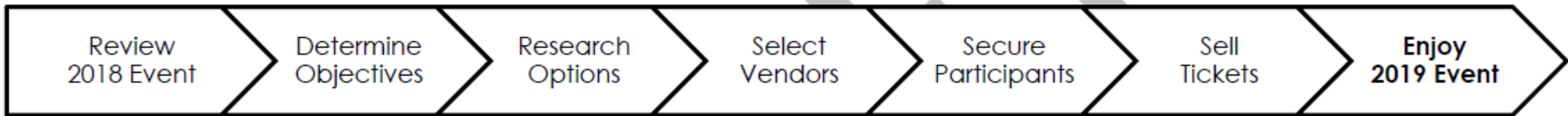
ANNUAL RECOGNITION AWARDS PLANNING TRACKER

The ARA is the FCHRC signature event. As such it makes an impression on the community we serve and reflects the Commission and Department. Therefore, to ensure we have quality, detailed planning this form will keep us on track.



OVERVIEW

Fiscal Year: 2018-2019
Committee Chair: May Rodriguez, Vice Chair
Proposed Event Date: Thursday, February 28
Back-Up Date: Thursday, March 7
Budget: \$10,000
Income Goal: \$15,000



EVENT PLANNING TIMELINE

COMPLETE BY:	MONTH DUE:	FOCUS OF COMMITTEE MEETING:
<input type="checkbox"/> 1 Year	February	Select event date and theme for next year to announce at the event.
<input type="checkbox"/> 10 Months	April	Designate event schematic and flow. Secure venue and determine budget.
<input type="checkbox"/> 8 Months	June	Identify chair and committee members. Confirm budget. Begin soliciting sponsors.
<input type="checkbox"/> 6 Months	August	Secure emcee. Send save the dates to dignitaries, special guests, and begin promotion.
<input type="checkbox"/> 4 Months	October	Begin nominee process.
<input type="checkbox"/> 2 Months	December	Finalize event flow, sponsors, and program ads.
<input type="checkbox"/> 1 Month	January	Engage FCHRC on event expectations.
<input type="checkbox"/> 2 Weeks	February	Confirm all event participators (emcee, key note speakers, award recipients, vendors, etc.).
<input type="checkbox"/> 2 Weeks Post	March	Send thank-you to dignitaries and special guests. Evaluate event (pros and cons) and budget updates.
<input type="checkbox"/> 1 Month Post	April	Repeat the process.

2018-19 BUDGET OUTLINE

BUDGET ITEM	2017-18 BUDGET	2017-18 EXPENSE	2018-19 BUDGET	2018-19 ESTIMATE	2018-19 VENDOR:	DESCRIPTION:
Venue	\$2,500	\$3,700	\$2,500	\$1,000	The Metropolitan Room	includes parking & security & early set-up
Catering	\$4,400	\$4,303	\$3,500	\$3,500	Recommended by Event Planner	Heavy hors d'oeuvres (~250 people)
Graphics			\$200	\$200	Jasmine Caldwell	includes flyer, tickets, envelope, & program
Printing	\$1,600	\$2,219	\$2,000	--	City of Fayetteville	In-house printing
Promotion	\$500	\$0	\$200	\$200	Facebook/ FO	Social Media and local Newspaper
Postage	\$200	\$55	\$200	\$200		Invitations, Contribution Letter, etc.
Supplies	\$600	\$204	\$600	\$500		
Other	\$974	\$1,874	\$1,000	\$1,000	Gayle Nelson, Event Planner	Décor. etc.
TOTAL	\$10,774	\$12,355	\$10,000	\$6,510		
<i>Difference</i>		(\$1,581)		\$3,490		To be redistributed for printing if cannot be done in-house; remainder to be used for décor and/or food.

2018-19 EXPECTED INCOME OUTLINE

INCOME SOURCE	2017-18 GOAL	2017-18 INCOME	2018-19 GOAL	2018-19 ESTIMATE	TYPES OF CONTRIBUTORS:
Contributors			\$8,000	\$5,000	2 Platinum (\$2,000), 2 Gold (\$1,000), 4 Silver (\$500)
Ads			\$0	\$0	N/A
Donations			\$3,000	\$2,500	50 individuals at \$50+
Ticket Sales			\$6,000	\$6,250	250 at \$25/ea.
TOTAL		\$7,200	\$17,000	\$13,750	By June 30, 2019

PRE-EVENT TASK CHECKLIST

ASSIGNED TO:	DUE BY:	TASK DESCRIPTION:	DETAILS:
<input type="checkbox"/> Committee	10/30	Select event date and theme	Celebrating community, scholarship, and service
<input type="checkbox"/> May	11/13	Get quotes for possible venues	Metro Room downtown & Ms. Gayle Nelson
<input type="checkbox"/> May	11/13	Secure emcee	Morgan Norwood, ABC 11 Journalist
<input type="checkbox"/> May	11/27	Draft flyer, tickets, and program booklet	Jasmine Caldwell, Graphic Designer from FSU
<input type="checkbox"/> Vicki	11/30	Invite dignitaries and special guests	Use last year's list
<input type="checkbox"/> May	1/8	Get quotes for décor	We Got You Covered – Ms. Gayle Nelson
<input type="checkbox"/> May	1/10	Draft contribution letter & event script	Signed by Chair & Director
<input type="checkbox"/> Committee	1/8	Identify potential contributors and make the ask	Use last year's list
<input type="checkbox"/> Committee	1/11	Sell tickets and promote online	E-tickets
<input type="checkbox"/> Committee	1/12	Announce Award Nominations	Applications accepted 1/14 thru 2/1 by 5PM; can mail
<input type="checkbox"/> Committee	1/18	Food Tasting	Identify Caterer & Menu Options
<input type="checkbox"/> Committee	2/1	Select Nomination Committee	Non-commissioners
<input type="checkbox"/> Nomination Comm.	2/8	Identify Award Recipients	Must be contacted by Chair
<input type="checkbox"/> Award Winners	2/13	Awardees submit their bio/photo	Submit to HR Office
<input type="checkbox"/> Committee	2/19	Review event flow	Finalize all details w/ event planner
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			



STATE OF NORTH CAROLINA
OFFICE OF ADMINISTRATIVE HEARINGS
CIVIL RIGHTS DIVISION
HUMAN RELATIONS COMMISSION

Mailing Address:
1318 Mail Service Center
Raleigh, NC 27699-1318

Street Address:
1711 New Hope Church Road
Raleigh, NC 27609

**MEETING OF THE LOCAL HUMAN RELATIONS
COMMISSIONS/COUNCILS/COMMITTEES IN NORTH CAROLINA**

TUESDAY, JANUARY 29, 2019
Fayetteville Area System of Transit (FAST) Center
2nd Floor Conference Room
505 Franklin Street
Fayetteville, North Carolina 28301
From 9:30 a.m. to 12:30 p.m.

AGENDA

Welcome and Remarks (10am-10:15am)	The Honorable Mitch Colvin Mayor, City of Fayetteville
	Douglas Hewett City Manager, City of Fayetteville
	Dr. Anthony Wade Director, Fayetteville-Cumberland Human Relations Department
Presentation (10:15am-11:15am)	<i>"CyberSexting, EEO and Fair Employment"</i> Milette Harris, Director, Equal Opportunity Pope Army Air Field, North Carolina; MLK Jr. Scholarship Committee Chair, Fayetteville- Cumberland Human Relations Commission
BREAK (15 Minutes)	
NCHRC Report (11:30am-11:45am)	Gene Troy, Community Relations Liaison North Carolina Human Relations Commission

Human Relations
Commission
919/431-3036
fax: 919-431-3103

Civil Rights
Division
919/431-3036
fax: 919-431-3103

An Equal Employment Opportunity Employer

Updates Concerning Possible
Reestablishment of the National
Chapter/NC Chapter of National
Association of Human Rights Workers
(NAHRW and NC-NAHRW)
(11:45am-12:15pm)

Archie Jones, Director, Rocky Mount
Human Relations Department
Dr. Anthony Wade, Director,
Fayetteville-Cumberland Human Relations
Department
Wanda Allen-Abraha, Director, Winston-Salem
Human Relations Department;
Willie Ratchford Director, Charlotte-
Mecklenburg Community Relations
Department

(12:15pm – 12:30pm)
Concerns/Issues for Discussion

Announcements

Schedule Next Meeting

Adjournment

LUNCH

**(NOTE: LUNCH WILL BE PROVIDED!!! Please stay for lunch to network with your
co-laborers in the field!)**