

DOVER HUMAN RELATIONS COMMISSION

The Dover Human Relations Commission (DHRC) met on February 15, 2018 at 6:16 p.m. with Chairman Henderson presiding. Members present were Mr. Fleming, Mr. Gaddis, and Mrs. Herbert. Ms. Mullen, Ms. Paige, and Mr. Rocha were absent.

OPEN FORUM

The Open Forum was held at 6:03 p.m., prior to the commencement of the Official Council Meeting. Mr. Henderson declared the Open Forum in session and reminded those present that the Commission was not in official session and could not take formal action.

There was no one present wishing to speak during the Open Forum.

AGENDA ADDITIONS/DELETIONS

By unanimous consent, the agenda was adopted as presented.

Election of Commission Chair

Mr. Henderson opened the floor for nominations for Commission Chair.

Mrs. Herbert moved to nominate Mr. Henderson to serve as Commission Chair, seconded by Mr. Gaddis.

Responding to Mr. Fleming, Mr. Henderson stated that he was willing to serve another term.

Mr. Gaddis moved to close the floor for nominations, seconded by Mr. Fleming and unanimously carried.

By unanimous consent, Mr. Theodore A. Henderson was elected to serve as Commission Chair.

2017 Annual Report to City Council

Referring to the Dover Human Relations Commission 2017 Annual Report to City Council, Mr. Henderson advised that he, Mr. Fleming, Ms. Mishoe, and Mrs. Herbert had contributed portions of the report. Responding to Mr. Henderson, Mrs. Jody Stein, Administrative Assistant, City Clerk's Office, advised that the report would be submitted to Council during their Regular Meeting of February 26, 2018 or March 12, 2018.

Mrs. Herbert moved to recommend acceptance of the Dover Human Relations Commission 2017 Annual Report to City Council. The motion was seconded by Mr. Gaddis and unanimously carried.

Approval for Commissioners to Attend Mediation Training/Update - Education Committee (Fleming)

During the Regular City Council Meeting of February 12, 2018, members approved the DHRC's recommendation to place consideration of mediation training on a future agenda. Referring to the Mediation Training section of the Dover Human Relations Meeting Report dated February 15, 2018, submitted by Mr. Rocha, Mr. Henderson stated that Mr. Rocha had indicated that all members could

Referring to the FY 2018 DHRC Budget Report, as of February 7, 2018, Mr. Henderson noted a budget balance of \$2,953.92. He stated that Mr. Rocha's recommendation was to schedule a date in March for all commissioners who are interested, at a location conducive for members, and that members be trained in mediation services for landlord-tenant issues, employer-employee concerns, parent-child disputes, and neighborhood conflicts.

Mr. Fleming suggested tabling this item until consideration of agenda item #5, Update - Education Committee, because he had additional information regarding conflict resolution training.

By unanimous consent, members agreed to amend the agenda to consider item #5, Update - Education Committee, at the same time as item #3, Approval for Commissioners to Attend Mediation Training.

Mr. Fleming provided a flyer, entitled "Conflict Resolution: A Primer" (**Attachment #1**), which he had received when he attended a Conflict Resolution Coffee Coaching session offered by the Central Delaware Chamber of Commerce on February 14, 2018 from 8:00 a.m. - 9:00 a.m. Mr. Fleming indicated that the session was led by an attorney and he had learned that Alternative Dispute Resolution (ADR) was currently receiving more attention and looked upon more favorably for settling disputes than litigation, which can bog things down for weeks, months, or possibly a year at an extreme cost. He advised that the link included on the flyer would allow members to access the training that he received, which would give them a pretty good idea of mediation and resolution of disputes in accordance with ADR. Mr. Fleming noted that he was not saying that the mediation training that members would receive for \$250 would not be as good or better; however, he suggested that after looking at the online activities they may feel that they do not need mediation training. He stated that he did not believe that members would be doing dispute resolution since they are not qualified and the DHRC does not have the power of courts or judgments.

Mrs. Herbert stated her understanding that mediation training participants would receive a certificate, which would make the training a little more official. Responding to Mrs. Herbert, Mr. Fleming stated that he did not receive a certificate for the conflict resolution training that he attended.

Mrs. Herbert stated that she thought the mediation training would be a good thing, noting that DHRC members had a little trouble defining exactly who and what they want to handle. She noted that if the Commission does mediation, the DHRC would take the first step before an issue is referred to someone else. Mrs. Herbert advised that she saw no reason why members could not do both mediation and conflict resolution training.

Mr. Henderson stated that members could always go online for conflict resolution training and further their knowledge. He noted that the key is to be equipped and, even though members may not be able to become involved legalistically in conflict resolution, they could certainly recognize it and aid people through the process.

Mr. Fleming suggested that if members took the time to look at the conflict resolution training online, they would then have a better idea of whether or not they want to do more.

Mrs. Herbert advised that she would look at the conflict resolution training; however, the State Human Relations Commission (SHRC) had suggested that the DHRC have a couple of people trained in mediation. She stated that she had not volunteered to receive mediation training, noting that this is something that she had done for years and did not wish to do anymore.

Mr. Henderson noted that the mediation training was intense and would be for two (2) days, with six-hour sessions from 9:00 a.m. to 3:00 p.m. He expressed his feeling that members of the DHRC should go.

Mr. Gaddis stated that he had previously expressed interest in going to mediation training when it was suggested. He indicated that he did not think there would be any better preparation for mediation training than going through the ADR information online, and the two (2) types of training would augment each other. Mr. Gaddis noted that it would be wonderful if there was some sort of certification for members through the People's Place mediation training.

Mr. Gaddis moved to recommend that DHRC members attend mediation training on March 22 - 23, 2018. The motion was seconded by Mrs. Herbert and unanimously carried.

Proposed Revisions to DHRC Brochure

During the Regular City Council Meeting of February 12, 2018, members approved the DHRC's recommendation to place consideration of the mission statement in the DHRC brochure on a future agenda.

Referring to the Mission Statement Revision section of the Dover Human Relations Commission Meeting Report dated February 15, 2018, submitted by Mr. Rocha, Mr. Henderson noted that Dr. Nancy Maihoff, Commissioner, State Human Relations Commission, had recommended that the DHRC revise the mission statement in its brochure to shorten it. He noted that he, Ms. Paige, and Mr. Rocha had held a meeting regarding the brochure, Ms. Paige had reminded them that the mission statement on the brochure was consistent with the statement in the DHRC Strategic Plan 2015 - 2018, and these documents had already been voted on and approved by City Council. Mr. Henderson indicated that, as a result of their meeting, he, Ms. Paige, and Mr. Rocha recommended keeping the mission statement as written, to remain consistent with what Council had already approved.

Mrs. Herbert stated that the issue she had with the mission statement was that it was too long, noting that was possible to make it more concise. Mrs. Herbert explained that goals are not put into mission statements and that mission statements are written so that goals can be developed. Mrs. Herbert stated that she was not sure what the mission statement was anymore, noting that there had been three (3) since she had been on the Commission.

Responding to Mr. Henderson, Mr. Gaddis stated that he and Mr. Henderson had previously put together a mission statement. Mr. Henderson noted that he and Ms. Paige had subsequently worked on a briefer statement.

Mrs. Herbert stated that Ms. Paige had advised her that she had used the statement in the brochure because it was already written. Mrs. Herbert indicated that she had seen a shorter statement, which she thought Mr. Gaddis had sent her, that she thought was closer to what a mission statement is.

Mrs. Jody Stein, Administrative Assistant, City Clerk's Office, reminded members that the DHRC's mission statement was included within the DHRC's Strategic Plan, and at one point members had decided it was too lengthy to use routinely, so they developed a concise statement of what the DHRC does. She explained that the mission statement in the Strategic Plan had not been changed, but members came up with a shorter statement. Mrs. Stein noted that the question was what would be included in the DHRC brochure.

Mr. Gaddis stated that he had a shorter statement and read it, as follows:

The Dover Human Relations Commission is committed to working to ensure community inclusion, intergroup cooperation, and fair treatment for all its citizens. The commission interacts with the City of Dover to ensure that it has and utilizes policies, programs, City ordinances, and specialized resources, and provides education and support to foster diversity, inclusion, and cultural competency in its organization and services. The Commission's goal is to promote understanding and appreciation of diversity, inclusion, and positive intergroup relations, and advocate for a fair and respectful environment among its citizens.

Mrs. Herbert advised that, in her opinion, this statement was better than the long one. She noted that the DHRC Strategic Plan is for 2015 - 2018 and suggested looking toward 2019 and having something more up-to-date and modern. She stated her assumption that the current Strategic Plan was approved by City Council in 2015.

For clarification, Mrs. Stein asked if members were discussing changing the statement in the DHRC brochure or whether they would like to look at amending the DHRC Strategic Plan. Responding, Mrs. Herbert stated that she would like to look at amending the Strategic Plan to make it clearer and easier to understand. Mrs. Stein asked if Mrs. Herbert was suggesting placing amending the Strategic Plan on a future agenda. Responding, Mrs. Herbert stated that she personally finds the Strategic Plan cumbersome to work with.

In response to Mr. Henderson, Mrs. Herbert indicated that the statement that Mr. Gaddis read would be sufficient for the brochure. She noted that the mission statement in the Strategic Plan should match the mission statement in the brochure. Responding to Mr. Henderson, Mrs. Herbert indicated that the statement in the Strategic Plan was inclusive of the statement read by Mr. Gaddis but slightly longer, and there would be no conflict.

Mr. Henderson stated that he did not see any conflict between the Strategic Plan and the shortened mission statement and suggested using this statement for the brochure. Mr. Gaddis stated that he liked this idea.

Responding to Mr. Gaddis, Mrs. Stein indicated that the decision about whether the brochure and the Strategic Plan should match was not hers to make. She stated that the topic on the current agenda was “Proposed Revisions to DHRC Brochure,” and if members wished to adopt a new Strategic Plan, this should be placed on a future agenda for consideration, noting that there may be more wide-ranging changes.

Mr. Fleming indicated that he liked the shortened statement for the brochure, noting that the brochure is the Commission’s public relations piece and would be given to people who really do not care about the DHRC’s Strategic Plan, and Mrs. Herbert concurred.

Mrs. Herbert moved to recommend amending the DHRC brochure to replace the existing mission statement with the version read by Mr. Gaddis. The motion was seconded by Mr. Fleming and unanimously carried.

Updates

Community Engagement Committee (Mullen)

No update was provided.

Commission Members’ Announcements

Mr. Henderson reviewed a newspaper article provided by Mr. Fleming, entitled “Dover St. Patrick’s Day Parade Seeks Participants” (**Attachment #2**). Mr. Fleming suggested that members wear their green DHRC shirts and march in the parade as a Commission. Mr. Gaddis stated that he liked the idea. Responding to Mrs. Herbert, Mr. Fleming indicated that he hoped members would carry a banner advertising the Dover Human Relations Commission, noting that members had been looking for ways to get public exposure.

Mrs. Herbert indicated that she had been thinking more about having a table at some of the events at Legislative Hall. She stated that she would not participate in a parade but was willing to sit at a table.

Mr. Gaddis and Mr. Fleming expressed interest in attending. Mr. Fleming suggested polling the Commissioners who were not in attendance. Mr. Henderson stated that he was in favor of the DHRC being involved but would probably not participate. He indicated that he would think about it further.

Mr. Fleming moved for adjournment, seconded by Mr. Gaddis and unanimously carried.

Meeting adjourned at 6:52 p.m.

Theodore A. Henderson
Chair

TAH/JS/dd

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Attachments

Attachment #1 - Flyer, entitled “Conflict Resolution: A Primer,” provided by Mr. Fleming

Attachment #2 - Newspaper article, entitled “Dover St. Patrick’s Day Parade Seeks Participants,” provided by Mr. Fleming



Conflict Resolution: A Primer

Central Delaware Chamber of Commerce

February 14, 2018

Presented By: Williams Garcia & Associates

Handouts for this presentation are available

online @ <http://bit.ly/2sw8iax>



Williams-Garcia & Associates

Dover St. Patrick's Day Parade seeks participants

DOVER — The Downtown Dover Partnership's annual St. Patrick's Day Parade is currently being planned for Saturday, March 17.

This year's event will start at 11 a.m. in Loockerman Plaza with vendors and activities. The parade kicks off at 1 p.m. and has a theme of "A Hundred Thousand Welcomes." Food trucks will be on hand for an evening outdoor movie at dusk. More information can be found on the Facebook page, <https://www.facebook.com/events/2823471174606980/>.

The St. Patrick's Day committee is currently taking applications for vendors to set up on Loockerman Plaza from 11 a.m.-4 p.m. If you are interested in being considered as a vendor for the event, contact brynn@downtowndoverpartnership.com.

For those interested in participating in the parade, an application needs to be completed. All entrants should keep the Irish theme, "A Hundred Thousand Welcomes," in mind when deciding on their entry (float, band, group, etc.). Email parade@downtowndoverpartnership.com or call 678-2940 for an application.

The parade registration deadline is Thursday, March 1.