

## **WEST HARTFORD HUMAN RIGHTS COMMISSION (WHHRC)**

Minutes of the July 6, 2022 Special Meeting

Meeting was called to order at 8:03 pm by Co-Chair Dawn Ennis

### **Attendance:**

Esam Boraey, Co-Chair (EB): Excused  
Dawn Ennis, Co-Chair (DE): Here  
Aurora Melita, Secretary (AM): Here  
Ted Mancini (TM): Here  
Sarah Raskin (SR): Here  
Eric Schoenberg (ES): Excused  
Pramod Pradhan, Liaison and Facilitator (PP): Here  
Kristyn Rosen-Jacobs (KRJ): Here  
Tekisha Dwan Everette (TDE): Excused

### **Minutes:**

DE made a motion to accept the April 2022 meeting minutes, SR moved, seconded by KR, passed unanimously by voice vote

DE made a motion to accept the June 2022 meeting minutes, SR moved, seconded by KR, passed by voice vote with 1 abstention from TM

DE opened discussion of the how, where and why the WHHRC considers posts and statements. In addition, DE clarified that discussion, via email, between commission members is for the purpose of setting agendas and any business that has already been voted on by the members and is not to discuss agenda items prior to meeting.

KRJ shared that it is helpful to have clarification in this special meeting to understand the difference between sharing statements and social media posts.

TM asked for procedure of email communications for what type of business can be done

SR shared that she had a similar question and that the answer was to create a subcommittee within the WHHRC where they could work on a task set by the Committee

DE shared information that was shared with us from the town, listed below

Please remember that all meetings must be made available to the public, and that you MUST have a quorum or that meeting cannot take place. It doesn't matter if you don't take any votes ... meeting without a quorum is not a meeting. A statement should be made that due to lack of quorum, we will not proceed with the agenda. You can then schedule a special meeting any time to discuss business, provide updates, etc.

Commissioners should avoid having email discussions, as the FOI Commission views those as "meetings", and since the public cannot be

noticed or offered information on how to view or participate, that is a violation.

Commissioners should only exchange email regarding dates of meetings, suggestions on items to be placed on agenda...anything else needs to be discussed at a meeting that was properly noticed and a quorum has been met.

Any type of email communication between Commissioners on a Board may be subject to FOI, so it is really important that business of the Commission only be taken up publicly and following FOI rules – no one would want their personal emails be subject to an FOI request.

I'm attaching the information we shared on Boards and Commissions that we gave out last year at our training session, and also the older version of "Welcome to Public Service"...the rules still apply regarding agendas, minutes, quorums, etc., although we now have the more recent addition of virtual meetings.

TM based on that it seems that we can plan for scheduled posts that we have agreed to put something up and for something that comes up that is unplanned it will need a special meeting.

DE Yes, that sounds correct that we will need a special meeting

AM Also agree, sounds like if we want to put out a statement, we need to hold a special meeting in order to discuss and vote on that potential statement and get it out. Creating a social media subcommittee sounds like it would be helpful in working to organize prepared social media posts for review that we have already divided among the commission

SR Sounds good and suggests that once we go through a year, we reuse our calendar year posts, such as Labor Day. When Labor Day came around again, we can tweak it to be used for that new year.

TM Wanted to clarify that by the rules we have heard a post would still need a vote by the full committee before posting

DE Yes that is correct and suggested TM be on the social media subcommittee, TE Accepted, AM Volunteered to be on social media subcommittee, DE accepted and TM and AM will run the WHHRC Social Media Subcommittee

DE Shared that this subcommittee leave politics aside and keep the focus on human rights, shared that the subcommittee will present final drafts to committee for votes based on what members have shared

SR Shared social media policies, included below

Social Media Guidelines for the West Hartford Human Rights Commission

1. We will show respect for everyone. We will never use ethnic, racial, or other slurs, personal insults, obscenity, or engage in any conduct that would not be acceptable between respectful adults in workplace or school settings. We will also show proper consideration for others' privacy and for topics that may be considered objectionable.
2. We will only post accurate and truthful information. If we post something that turns out to be untrue, we will correct it immediately.
3. We will respect copyright.
4. We will strive to use only reliable sources. If we find that we have inadvertently used an unreliable source, we will correct it immediately. Information that may be helpful in determining reliability is [here](#) and [here](#).
5. Our posts will focus on our mission, that is information that promotes equality among people or that points out when inequalities exist. "The West Hartford Human Rights Commission fosters mutual understanding and respect among people, and encourages equality of treatment of all people, regardless of race, color, religious creed, sex, sexual orientation, civil union status, gender identity or expression, marital status, familial status, genetic information, age, economic status, lawful source of income, national origin or ancestry, or present or past history of physical, mental, intellectual or learning disability including, but not limited to blindness."
6. Our posts will focus on West Hartford and the greater Hartford area, but there are times when national or international issues are of importance for education or information about equality.
7. Examples of posts we might make:
  - a. An upcoming event in the area that deals with issues of human rights, such as the Martin Luther King, Jr. celebration, or events sponsored by the Connecticut Human Rights Commission or the Connecticut Human Rights Partnership
  - b. A recent article in a reputable local paper that involves human rights
  - c. The work of a local organization that improves human rights
  - d. An upcoming local opportunity for food, economic relief, medical care, job bank, etc. for those impacted by lack of human rights, such as the elderly, immigrants, or other marginalized groups
  - e. A local announcement that would impact marginalized groups such as library closure
  - f. A national or international story about human rights, from the United Nations, or similar reputable organizations such as Amnesty International, Human Rights Watch, Physicians for Human Rights.

KRJ Asked for list of which members will cover what calendar year events for social media, SR will email

SR made motion to hold a special meeting between now and August to discuss social media posts, DE moved, TM seconded, passed by voice vote

DE announced next scheduled meeting date of Wednesday, September 7, 2022 at 7:00pm at Elmwood Community Center, Room #24, 1106 New Britain Ave, West Hartford, CT 06110. Shared that the WHHRC will hold a special meeting sometime before September to review drafted social media posts.

DE adjourn the special meeting at 8:36pm