

Talbot Family Network Racial Equity Committee

AGENDA

Date: Monday, October 25, 2021
Time: 2pm
Location: Board of Education, 12 Magnolia Street, Easton
(Virtual Access – use [Zoom link on the TFN webpage](#))
Meeting is open to the public.*

- 1. Approve Meeting Minutes**
- 2. Discussion of Partnership Opportunities** – Guest: William Jernigan, Director of Prevention Strategies and Maryland's Statewide RED Coordinator, Governor's Office of Crime Prevention, Youth, and Victim Services
- 3. Community of Practice** - update FY22 plans
- 4. Community of Learning** – update FY22 plans
 - a. Review of RFP responses to select race equity training (Closed Session)
- 5. Community of Support** – update FY22 plans

* Meetings are open to the public; however, the Board (or Committee as the case may be) reserves the right to meet in closed session in accordance with the Maryland Open Meetings Act, as applicable.”

Talbot Family Network Racial Equity Committee

MEETING NOTES

Date: Monday, October 25, 2021
Time: 2:00 pm
Location: Talbot County Education Center
(Virtual Access – use [Zoom link on the TFN webpage](#))
Meeting was open to the public.*

Attending: Jazmine Paxon, Kelly Griffith, William Johnson, Samantha Martinez, Marlene Thomas, and Nancy Andrew

- 1. Welcome** – the meeting began at 2:00 pm.
- 2. Discussion of Partnership Opportunities** - The committee welcomed guest: William Jernigan, Director of Prevention Strategies and Maryland's Statewide RED Coordinator, Governor's Office of Crime Prevention, Youth, and Victim Services. Nancy noted that the state is encouraging Local Management Boards to use Mr. Jernigan as an equity resource and to explore opportunities for collaboration. He spoke about his role within GOCYVS and his interest in supporting community-based work.
- 3. Community of Practice** –
 - a. The next Conversation on Race is set for Thursday, October 28, 2021. The program has returned to virtual this month due to survey responses from past participants.
 - b. Nancy will be distributing the mini-grant program informat for youth/family Conversations on Race following the Board's approval of the release. She asked for help from committee members in spreading the word to possible applicants.
- 4. Community of Learning** – FY22 Race Equity Training RFP
 - a. Race Equity Training FY22 Request for Proposals – At 2:55pm, Nancy announced that the committee would go into closed session to review the RFP responses based on General Provision Art. 3-305(B) 14: "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process."
 - b. Kelly Griffith made a motion to go into closed session which was seconded by Marlene Thomas. All were in favor; none opposed.
 - c. Members of the public in attendance were placed in the waiting room during the closed session.

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- d. At 3:10pm, the committee returned to open session with a motion by William Johnson that was seconded by Kelly Griffith. All were in favor; none opposed. Members of the public rejoined the session.
 - e. Nancy announced that given the number of responses received members need more time to review the proposals. A follow up meeting will be scheduled later this week at which time members will go into closed session to discuss and rank the proposals and make the selection. It was stated that that meeting will tentatively take place Friday, October 29, 2021 at 2pm. The final date and time will be posted on the Talbot Family Network webpage.
5. **Community of Support** – Nancy hopes to have a draft description on the grant program to offer interested organizations funding for equity training or audits within their agencies for the committee to review at their next regular meeting.
6. The meeting was adjourned at 3:25pm.

Submitted By: Nancy Andrew

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)
with Instructions**

Instructions to presiding officer: To meet in a closed session under the Act, the public body must first meet in open session, after providing proper notice. Make sure that the open session is attended by a member designated to receive open meetings training. If a designated member cannot attend, complete the Compliance Checklist.¹ If the public body has never designated a member for training, it must do so **before closing the session**.

Before closing the session, take two steps: (1) conduct a recorded vote on a motion to close; and (2) make a written "closing" statement. If the public body might return to open session afterwards, be sure to tell the public that. During the closed session, keep the discussion topics within the confines of the closing statement. After the closed session, the events of the closed session must be disclosed in the next open-session minutes.

The top part of this form is a model closing statement. **It has two sides.** Before closing the open session, complete items 1 through 4 on this form or in any writing with the same information. If someone pre-prepared the form for you, make sure it reflects the public body's own intended topics and reasons for closing the meeting. A member of the public may inspect the closing statement at the time of the closing and may object to the decision to close the meeting. Once the meeting is closed, the closing statement sets the agenda and may not be changed.

The bottom part of the form is a worksheet that provides a checklist of the disclosures that must be made in the next open-session minutes. The worksheet is not part of the closing statement.

1. Recorded vote to close the meeting: Date: 10/25/21; Time: 2:55 PM; Location: Talbot Co. Education Center
Motion to close meeting made by: Kelly Griffith; Seconded by Marlene Thomas;
Members in favor: Paxon, Griffith, Martinez, Thomas, Johnson; Opposed: _____;
Abstaining: _____; Absent: Linda Webb, Estela Ramirez

2. Statutory authority to close session (check all provisions that apply):

This meeting will only be closed under the provision or provisions checked below, all from General Provisions Art. § 3-305(b):

- (1) ☐ "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; (2) ☐ "To protect the privacy or reputation of individuals concerning a matter not related to public business"; (3) ☐ "To consider the acquisition of real property for a public purpose and matters directly related thereto"; (4) ☐ "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; (5) ☐ "To consider the investment of public funds"; (6) ☐ "To consider the marketing of public securities"; (7) ☐ "To consult with counsel to obtain legal advice"; (8) ☐ "To consult with staff, consultants, or other individuals about pending or potential litigation"; (9) ☐ "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; (10) ☐ "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; (11) ☐ "To prepare, administer, or grade a scholastic, licensing, or qualifying

¹ http://www.marylandattorneygeneral.gov/OpenGov%20Documents/Openmeetings/COMPLIANCE_CHECKLIST%20.pdf

examination"; (12) ☐ "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; (13) ☐ "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; (14) ☒ "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process"; (15) ☐ "To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to" (i) "security assessments or deployments relating to information resources technology"; (ii) "network security information," such as information that is related to passwords, personal ID numbers, access codes, encryption, security devices, or vulnerability assessments or that a governmental entity collects or maintains to prevent, detect, or investigate criminal activity; or (iii) "deployments or implementation of security personnel, critical infrastructure, or security devices."

3. For each provision checked above, the corresponding topic to be discussed and the public body's reason for discussing that topic in closed session, in as much detail as possible without disclosing the information that may be discussed behind closed doors:

Citation (insert # from above)	Topic <i>We expect to discuss these matters:</i>	Reason for closed-session discussion of topic - <i>We are closing the meeting to discuss this topic because:</i>
§ 3-305(b) <input type="checkbox"/> 14	Review proposals from RFP - Race Equity Training	we are discussing contents of proposals & public discussion could discourage applicants
§ 3-305(b) <input type="checkbox"/>		
§ 3-305(b) <input type="checkbox"/>		
§ 3-305(b) <input type="checkbox"/>		

4. This statement is made by , Presiding Officer.

**WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION THAT MUST BE
DISCLOSED IN THE MINUTES OF THE NEXT OPEN SESSION (§ 3-306)(c)(2) or § 3-104**

For meetings closed under an exception, as disclosed above:

Time of closed session: _____ Place: _____

Purpose(s): _____

Members who voted to meet in closed session: _____

Persons attending closed session: _____

Authority under § 3-305 for the closed session (see chart above): _____

Topics actually discussed: _____

Each action Taken: _____