

## **Talbot Family Network Racial Equity Committee**

### **AGENDA**

Date: Monday, February 7, 2022  
Time: 1pm  
Location: ZOOM  
(Virtual Access – use [Zoom link on the TFN webpage](#))  
Meeting is open to the public.\*

1. **Approve Meeting Minutes** (December 9, 2021)
2. **IndieFlix Film** – Race to Be Human - Discussion
3. **FY22 Community Partnership Agreement**
  - a. **Community of Practice**
    - i. Conversations on Race - Updates (Original, Youth, Book Group)
  - b. **Community of Learning**
    - i. Workshop Updates – Phase 1 and 2 scheduled
    - ii. Discuss Vendor Interviews
  - c. **Community of Support**
    - i. FY22 Equity Grants to Talbot County Organizations and Agencies\* (review of grant applications in Closed Session)
4. **FY23 Community Partnership Agreement** - discussion

\* 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: Thursday December 9, 2021

Time: 1pm

Location: ZOOM (Virtual Access – use [Zoom link on the TFN webpage](#))

Meeting is open to the public.\*

Attending - Jazmine Paxon, Samantha Martinez, Marlene Thomas, Linda Webb, William Johnson, Kelly Griffith, and Nancy Andrew

#### **1. Welcome**

The meeting started at 1:04pm.

- 2. Discussion of IndieFlix film [Race to be Human](#)** – Based on input from committee members, Nancy will follow up with the vendor to inquire about getting access to the film for Conversations on Race sessions. There is funding in the FY22 budget for this use.

#### **3. Community of Practice**

- a. Conversation on Race – No changes since report at January Board meeting. No discussion.

#### **4. Community of Learning**

- a. Workshop Updates – No changes since report at January Board meeting. No discussion.
- b. Vendor Interviews – Committee members discussed the recent interviews with equity consultants. It was agreed that this process was useful and will be continued in order to develop a resource list for local organizations and agencies. Nancy shared that she met with a representative from the Community Foundation of the Eastern Shore who has a similar grant-making program to learn about their process and experience.

- 5. FY23 Community Partnership Agreement** – Based on the response to the Equity Grant program, Nancy recommended that for FY23 focus move away from TFN-sponsored trainings to investing funds into another grant round. There was consensus around this approach. Linda also suggested that TFN considered hosting a forum or coalition to bring together interested organizations to share and discuss their equity work.

#### **6. Community of Support**

Nancy explained that the committee would proceed to review applications received in response to the Equity Grants for Talbot Organizations and Agencies program. Members of the public would be placed in the waiting room for the duration of the closed session.

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- a. Kelly Griffith made a motion to proceed into closed session for this review. Marlene Thomas seconded the motion. All were in favor; none opposed or abstained.
  - b. Committee members Linda Webb, Jazmine Paxon, and Marlene Thomas left the meeting. They did not participate in the review because their employers submitted applications for this program.
  - c. Members of the public were put into the waiting room for the closed session.
  - d. The closed session began at 1:25pm.
  - e. At 1:35pm, members of the public were re-admitted.
  - f. Kelly Griffith made a motion to return to open session, which William Johnson seconded.
  - g. Nancy stated that the committee had met in closed session according to General Provision Article 3-305(b) 14.
  - h. From 12 applications received, the committee recommends that the Board of Directors award funding to the following six applicants based on their proposals: Court Appointed Special Advocates, Talbot County Department of Social Services, Mid-Shore Behavioral Health, Habitat for Humanity Choptank, Talbot Mentors, and Mid-Shore Pro Bono.
    - i. Motion was made by William Johnson and seconded by Samantha Martinez. All were in favor (Johnson, Martinez, Griffith); none opposed or abstained.
7. The meeting adjourned at 1:37pm.

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.<sup>1</sup> 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: 2/7/22; Time: 1:25 PM; Location: Zoom/Virtual;  
Motion to close meeting made by: Griffith; Seconded by Thomas;  
Members in favor: Griffith, Thomas, Johnson, Martinez, Paxton, Webb; Opposed: n/a;  
Abstaining: n/a; Absent: 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

<sup>1</sup> [http://www.marylandattorneygeneral.gov/OpenGov%20Documents/Openmeetings/COMPLIANCE\\_CHECKLIST%20.pdf](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	Grant applications for Equity Grant Program	Renew proposals for grant program. Discuss details provided by applicants in their proposals. Holding a public discussion could negatively impact TENS ability to competitively award grants.
§ 3-305(b) <input type="checkbox"/>		
§ 3-305(b) <input type="checkbox"/>		
§ 3-305(b) <input type="checkbox"/>		

4. This statement is made by Nancy Andrew, Presiding Officer.

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**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: 125 - 135 pm Place: Zoom/Virtual

Purpose(s): Renew Equity Grant applications + accept awardees

Members who voted to meet in closed session: Thomas, Paxon, Webb, Griffith,  
Johnson, Martinez

Persons attending closed session: Johnson, Griffith, Martinez, Andrew

Authority under § 3-305 for the closed session (see chart above): 14

Topics actually discussed: Renewed applications for Equity Grant program  
Selected 5 grantees to recommend to the Board.

Each action Taken: Reviewed 12 applications with 5 selected  
for the Board's approval.