

Minutes
Meeting of the Martin Luther King, Jr. Commission
June 10, 2014

Call to Order

The Martin Luther King, Jr. Commission met on June 10, 2014 in the Human Relation Commission Conference Room of the Department of Administration (DOA) Building, 116 West Jones Street, Raleigh, NC. Mr. Clarence Henderson, Chairman of the Commission, called the meeting to order.

Chairman Clarence Henderson and Commissioners Bailey, Kickler, Harshaw, Mitchell and Williams were present at the meeting. Commissioners Garris, Martin and Moore attended by phone. Commissioners Jones, Freeman, Jeffers, Sturdivant and Turner were absent.

Also attending were Bill Bryan, Deputy Secretary, Department of Administration (DOA); Bill Peaslee, Senior Legal Counsel, DOA; Judykay Jefferson, Director, Office of Constituent and Community Affairs; Alicia Johnson, Office of Constituent and Community Affairs; Emma Purdue, Intern, Office of Constituent and Community Affairs; Mary Curtis and Emily Williams, Executive Director, NC Human Relations Commission.

Chairman Henderson called the meeting to order at 10:14 am.

Commissioner Harshaw delivered the invocation and the Commission recited the Pledge of Allegiance.

The minutes from the March 20, 2014 meeting were reviewed and approved.

Old Business

The was no old business.

New Business

Considerations for increasing funding for MLK Grant Program- Commissioner Mitchell

Commissioner Mitchell distributed a handout that presented a summary of the applications and awards in the FY 2014 MLK grant program. The Commission recommended funding four awards, for a total of \$7,000, in FY 2014; four awards were made, but an award of \$1,000 was declined because of sickness. Therefore, a total of \$6,000 was awarded to successful applicants. Executive Director Williams submitted a request to DOA's Office of Fiscal Management for recapture of the amount of the award that was declined (\$1,000) for the FY 2015 grant program.

Commissioner Mitchell recommended that a proposal to increase the FY 2016 budget for the grant program be reviewed at the Commission's September, 2014 meeting. Commissioner Kickler inquired about developing a provisional list of applicants so that funds from declined awards can be awarded to an applicant on the provisional list.

Commissioner Mitchell asked if the Commission is able to supplement funds awarded to a successful applicant. However, this process requires a modification of the applicant's Statement of Work, a subsequent review of applications and approval by Fiscal Management.

Commissioners Mitchell, Williams and Bailey will work on a tentative budget to be approved by Commission for approval to be submitted to DOA's Office of Fiscal Management.

Establishment of 501(c)(3) - Bill Peaslee, Senior Legal Counsel, Department of Administration

Commissioners inquired if a 501(c)(3) be created by the MLK Commission and if donations made directly to the Commission are tax deductible. Because of ethics issues, Commissioners should not serve as board members of the 501(c)(3). The cost of setting up a 501(c)(3) may be as high as \$7,000.

In addition, questions were raised about the reversion of unused funds. Currently, if raised funds exceed 3% of annual budget of Commission, Governmental Operations must approve the additional funds. Commissioner Mitchell asked about the adverse impact of fundraising on the existing MLK Commission budget. Discussions indicated that there was a risk of having a reduction in the appropriate budget, if funds that approximated \$50,000 were raised.

Currently, the Office of Youth Advocacy and Involvement is the only DOA Office that is statutorily allowed to raise funds for its program.

Commissioner Williams moved that the Commission not establish a 501(c)(3); Commissioner Kickler seconded motion. All Commissioners were in favor of not pursuing 501(c)(3).

FY 2015 MLK Grant Program- Emily Williams

Emily Williams will send the FY 2015 Request for Proposal (RFP) and evaluation form to the Commissioners; she requested that Commissioners send her their comments on the FY 2015 Request for Proposal (RFP) by June 24, 2014. Emily will schedule conference call for August to approve RFP.

Commissioner Kickler made a motion that Commission have a conference call to approve wording for RFP after Emily has rewritten after comments submitted by Commission. Motion was approved, with Commissioner Mitchell abstaining from the vote.

FY 2015 MLK Commission Grant Request for Proposal will be released to the general public in August, 2014, with the recommendation that the deadline for submission of grant applications be October 15, 2014.

FY 2015 State Employees MLK Holiday Observance Program, Judy Kay Jefferson, Alicia Johnson

Ms. Jefferson requested that the Commission be responsible for the John R. Larkin Award. Responsibilities include advertisements, publications and notifications of employees across the State. Eight nominations were received in 2014.

Ms. Jefferson stated that she is pursuing a partnership with the African American Cultural Heritage for the MLK Holiday Observance Program to reduce funding requested from the Commission.

Ms. Jefferson suggested the following timeline:

- Request for nominations -- August 1, 2014,
- Deadline for submission of nominations -- September 30, 2014.

The Commission requested that Ms. Jefferson send HRC the nomination form; Ms. Jefferson indicated that the point of contact for distribution of information about the award is Chris Mears, Director, Office of Communications.

Commissioner Mitchell requested that the Commission be more involved with the planning of the 2015 State Employees' MLK Holiday Observance program. Because the Commission has no experience with the John R. Larkin Award program, Commissioner Mitchell voiced concerns about the Commission's assumption responsibility for the entirety of this award.

Commissioner Kickler moved that the Commission review the transitional proposal (to be submitted by Ms. Jefferson), but he withdrew his motion.

Commissioner Bailey will volunteer to incorporate the Commission's Content of Character vision into the application for nominations.

Commissioner Kickler moved that the Commission review John Larkin transition proposal and vote at the next meeting. Commissioner Mitchell asked that we just moved forward with said transition, and vote that we take on the Larkin Award. The motion not passed. Commissioner

Mitchell proposed a counter motion that Commissioner Bailey and Alicia Johnson work together to work on application of Larkin Award. Alicia will continue to take calls and answer questions as they come to her, indicating that the final decision on the awardee will be made by MLK Commission. Commissioner Harshaw seconded motion. All Commissioners, except with exception of Commissioner Williams and Commissioner Kickler voted in favor of the motion; Commissioners Williams and Kickler opposed the motion.

Content of Character Model- Chairmen Henderson

Chairman Henderson will table discussions until the next meeting of the Commission.

Posting of a Commissioner's Location on HRC's website - Chairman Henderson

Commissioner Jeffers requested that regional locations, only, be presented on the Human Relations Commission's website. Commissioner Harshaw made a motion that a Commissioner's email address and city be listed, with the exception of Commissioner Jeffers. The motion was seconded by Commissioner Mitchell. It was requested that preferred email preferred contact information be emailed to Mary Curtis.

Attendance of Commission Meetings- Chairman Henderson

Because of statutory requirements, a Commissioner may be removed from the Commission if that Commissioner is absent for three Commission meetings. The Commission agreed, in the case of these absences, to vote on either removing or maintaining the absent Commissioner. Commissioners were advised to notify Chairman Henderson, Emily Williams, and Mary Curtis prior to an absence.

Chairman Henderson has reached out to all Commissioners who have missed three meetings and provided information about requirements for attendance at meetings. Commissioner Prince and Taylor resigned from the Commission; Commissioner Sturdivant has missed three meetings, but she has not responded to Chairman Henderson's request for information about her absences.

Budget Issues- Emily Williams

Executive Director Williams indicated that the FY 2015 MLK budget is anticipated to be approximately the FY 2014 budget, \$23,000. It is also anticipated that \$5,000 will be available for MLK grant funding

Adjournment

Chairman Henderson adjourned the meeting at 12:42pm

Respectfully Submitted,

Anitra Baily,

June 10, 2014