

District of Columbia Commission on African-American Affairs

Monday, November 25, 2013 – 4 p.m.

MLK Library, 901 G St NW

Meeting Notes

Commissioners in Attendance

Name	Designation	Name	Designation
Dr. Maurice Jackson	Chair/Voting Member	Michael Kelly	Ex Officio Member
Kelly Navies	Voting Member	Rahsaan Coefield	Ex Officio Member
Rev. Raymond Massenburg	Voting Member	Burnell Holland III	Ex Officio Member
Carlton Terry	Voting Member		
Dianne Dale	Voting Member		
Dr. Jesse Bemley	Voting Member		
Charles Hicks	Voting Member		
Rev. Anthony Motley	Voting Member		

There were 11 total members in attendance (8 voting members & 3 ex officio members)

Commissioners Absent from the Meeting

Name	Designation	Name	Designation
Lydia Sermons	Voting Member	Chief Kenneth Ellerbe	Ex Officio Member
Brian Roberts	Voting Member	Jesus Aguirre	Ex Officio Member
Patsy Fletcher	Voting Member	Charles Evans	Voting Member
Dr. John Franklin	Voting Member	Inspector David Taylor	Ex Officio Member
William Howland	Ex Officio Member	Dr. Clarence Lusane	Voting Member
Dr. Saul Levin	Ex Officio Member	Nikol Nabors-Jackson	Ex Officio Member
Dr. Ka'mal McClarin	Voting Member	Rabbiah Sabbakhan	Ex Officio Member
Absalom Jordan	Voting Member		

The meeting was called to order at 4:17 p.m.

Meeting Agenda (Agenda item #1 was added at the beginning of the meeting; items 2-5 were adopted at the conclusion of the October 28th meeting)

1. Review of the meeting notes from the October 28th meeting
2. Mission Statement (What is our primary objective/"elevator pitch"?)
3. Review of Rules and Related Documents from other City Commissions
4. Begin Strategic Plan/Timeline Discussion (What will we do and when? – Annual Summits? Bi-Annual Hearings? Annual Written Reports?)
5. How we will announce ourselves to the public? When?

1. Review of the meeting notes from the October 28th meeting

- Members reviewed printed copies of the meeting minutes. They did not have very many questions and proposed no edits to the document.
- There was a motion at 4:31 p.m. to adopt the meeting minutes from the last meeting. The motion was seconded and subsequently passed.

2. Mission Statement (What is our primary objective/"elevator pitch"?)

- Some members suggested that we engage in a discussion to determine who we are actually serving.
- Should we make the distinction between low income and other African Americans?
- Chairman Jackson will submit draft language on the Mission Statement via email prior to the next meeting and there will be a subsequent discussion.

3. Review of Rules and Related Documents from other City Commissions

- Chairman Jackson reported that Dr. John Franklin could not attend this meeting but had volunteered to look into some other commission mission statements.
- Members have been asked to review the rules from the Commission on Latino Community Development and the Commission on Asian Pacific Islander Affairs (both documents were previously emailed by Chairman Jackson on November 19, 2013).
- Once members have reviewed the notes, they have been asked to bring favored clauses to the December meeting and propose suggestions for our own bylaws.

4. Begin Strategic Plan/Timeline Discussion (What will we do and when? - Annual Summits? Bi-Annual Hearings? Annual Written Reports?)

- Member suggestion: before we plan too deeply it is incumbent upon us to analyze the indices (data compiled by the Office of Planning) over the last 20-30 years. So much has changed and that data will help inform our next steps.
- Members also suggested having someone from the Office of Planning come in and help us interpret the data as well as having the United Planning Organization (UPO) come present some of the work they have done in the community as some of the information may be useful to our subcommittees.
- Mayor Williams' previous pledge to attract 100,000 new residents was also referenced and it was suggested that we determine who put together that campaign insofar as there was probably plenty of data to access from it.
- Another member suggested that we take some time to speak with the community as well and create opportunities to allow them to volunteer in support of our efforts.
- We need to make sure that in whatever we do, we continue to move forward and have an eye on an overall plan.
- Chairman Jackson mentioned that BB Otero, Deputy Mayor for Health and Human Services, has offered a space for us to present findings at one of her cabinet meetings but stressed that we need to make sure we have something to present first.

- There was a suggestion to explore the possibility of hosting a forum for Mayoral Candidates that would invite them to speak on topics related to our charter and subcommittees.
 - Chuck Hicks agreed to help coordinate the planning of the forum
- Members also referenced the strong work that has been done by Congresswoman Holmes Norton's Commission on Black Men and Boys.
 - We should review some of the work and actions that they have taken thus far, which includes a host of discussions and activities.
- Members also continued to stress the importance of developing a timeline of activity.
 - With that came the suggestions of possible hosting the Mayoral forum in February, during Black History Month (although there were some concerns about the feasibility of smooth execution in such a short turnaround time).

Other Logistics and Sustainability Concerns

- The suggestion was made to ask the Mayor's Office of Boards and Commissions (a second time) about additional staffing support.
 - This may not easily be done this fiscal year but we should make a formal request as the FY15 budget development cycle begins.
- We also lack basic supplies and access to equipment:
 - As a result, the decision was made that whatever office/agency/individual hosts our Commission meeting shall be responsible for printing the meeting notes and reference materials in advance of the meeting.

5. How we will announce ourselves to the public? When?

- There was not much discussion on this topic but the proposed Mayoral forum was offered as a possibility.
- The conversation again returned to making sure we are set on our own plans, goals, and objectives before we move forward with major public announcements.
- Members also acknowledged that we didn't properly bring closure to the strategic planning conversation and that there is more work to be done in that regard.

Chairman Jackson Proposed that, at the next meeting, the second half of the meeting be utilized to conduct subcommittee meetings. This will allow us to begin to gain some momentum on each key topic and will help inform the strategic planning effort.

New Subcommittee Sign Ups	Action Items for December 16 th Meeting
<ul style="list-style-type: none"> • Rev. Massenburg – Education • Carlton Terry – Health • Michael Kelly – Housing & Gentrification 	<ol style="list-style-type: none"> 1. Chairman Jackson to submit a draft mission statement 2. Each member will review the Asian Pacific Island/Latino Affairs to help guide the upcoming rules discussion 3. Chairman Jackson will call Darryl Gorman about gaining contact information for the Commission and the possibility of receiving staffing support

Proposed Agenda for December’s Meeting:

- First Half
 - Mission Statement Review and Adoption
 - Rules Discussion
 - Strategic Planning Discussion (Con’t)
 - Further discussion on the Mayoral candidate forum
- Second Half
 - Subcommittee meetings will be held (all subcommittee assignments were included in the meeting notes from October 28th)
- **The next meeting will be held on Monday, December 16, 2013 at the Martin Luther King Library (901 G St NW). The meeting will begin at 4 p.m.**

5:43 p.m. – Meeting adjourned