

# Minutes

## Board meeting for Human Relations Committee

**DATE** April 6, 2023

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**TIME** 1:30 PM

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**MEETING CALLED TO ORDER BY** Renee Perry (Deputy County Manager)

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### **IN ATTENDANCE**

Glynn Rollins, Renee Perry, Stephanie Credle, Rodney Pierce, Hazel Blunt, Myra Belgrade, Terry Buffaloe, Steven Green, Robert Bigham and Jessica McMillan

### **ABSENT**

Tony Brown

### **MINUTES**

The meeting was called to order by Deputy County Manager Renee Perry assisted by County Attorney, Glynn Rollins. Renee began by having each member provide a brief introduction of themselves.

Renee then reviewed the purpose of the Human Relations Committee (HRC) as per the Resolution to establish the Halifax County Human Relations Committee. Renee then provided the history of the HRC. Glynn advised the next course of action should be to elect a Chair, Vice Chair and Secretary.

Steven Green then nominated Stephanie Credle as Chair, which Stephanie accepted. The motion was seconded and a vote was cast all AYE no NAYS.

Stephanie then discussed the office and responsibilities of the Vice Chair. Additionally, Glynn advised that the Vice Chair would will stand in for the Chair, when required. Myra Belgreat volunteered for the position of Vice Chair, which was seconded and a vote was cast all AYE no NAYS.

Glynn brought to our attention in the Resolution, Section 3 (Purpose and Objectives states Commission, which should have read Committee. Discussion on differences between Commission and Committee and if it would be an obstacle for the HRC in joining the State's HRC. No issue identified.



## APRIL 6, 2023 MINUTES (CONT'D)

Discussion held if a secretary would be required. Motion made by Rodney Pierce to add Secretary to the officers, which was seconded by Terry Buffaloe. Steven Green nominated Jessica McMillan as secretary, which was accepted. The motion was seconded and a vote was cast all AYE no NAYs. Hazel Blount volunteered to assist as necessary.

Stephanie concluded the establishing of offices, adding that we will review additional officers as needed.

Additionally,

- Ricky Green offered to investigate funding requests for programs as needed.
- Terry Buffaloe inquired if there would be a Press Release announcing the establishing of HRC and if there would be a dedicated phone number for the public to reach for concerns.

Renee advised that the County Management number would be utilized for now. Stephanie spoke to the importance of having a Press release and would like a group picture. Discussed ways to notify citizens of HRC by way of social media to promote educational programs, generating information about other groups to promote awareness and monthly observances

Ideas were to utilize the County Facebook page for posting and members will utilize share to help with exposure.

Discussion of "Awareness Committee" to determine

- How to publish (how we would like to publish)
- What is our response to those things that happen

Steven Green brought to members attention, the need for the HRC webpage to be updated and have the minutes published on the page for the public. Also update to reflect who the HRC is now currently, and will be and to utilize the space on the page.

Stephanie discussed the necessity for guidelines with our purpose so that we all are saying the same as it relates to who the HRC is and what we do. Additionally, a release to inform that the HRC has been formed and who the members are as it is important for the community to know that the HRC is active. Suggested was the Daily Herald. Terry Buffaloe added the need to be "Community Friendly".

As discussions revolved around a list of members and contact details was held, Stephanie asked that members be mindful of protecting member personal information.

Further discussion as it relates to contacting HRC, Steve brought to the member's attention if there are issues that need immediate response and could not wait until the next meeting, what that process would look like.

Stephanie suggested, for now, that any immediate need would be routed to Renee, as the citizen will be calling the County Management number, and it will be determined if a special meeting is required.



## APRIL 6, 2023 MINUTES (CONT'D)

Hazel inquired if there would be an in-person “Meet & Greet” with county citizens and suggested utilizing Terry Buffaloes’ broadcast as a means to share news (WCBT – 1230AM)

Robert (Bob) Bigham inquired if the “Robert’s Rule of Order” would be used to conduct our meetings. It was discussed to have a more informal approach; however, this will be added to the future agenda for members to consider how to move forward. Glynn mentioned that the School of Government publishes documentation for ideas of types of order.

Renee initiated discussion regarding a meeting schedule with frequency being once per month. Wednesdays and Thursday between 12-5 was brought forward. After comparing schedules and some discussion members agreed to meet the 1<sup>st</sup> Thursday of each month from 4:00 PM to 5:30 PM, with the understanding that this may be revisited at a later date.

Steve suggested the possibility of establishing sub-committees to also meet at alternate times, which will be discussed in future meetings.

Stephanie inquired about the possibility of utilizing Zoom for those who are unable to meet in-person and citizens to attend. Also, if these meetings may be recorded for future review by citizens.

Stephanie asked Glynn (County Attorney), if there was a possibility of having “Closed Meetings” for sensitive citizen issues. Glynn replied that there is a narrow window when closed sessions would be necessary. Should an incident occur Stephanie will contact Glynn to consult.

Terry asked if citizens would be able to contact Committee members directly, which the answer was yes as members will serve as mediators.

Steve asked if citizens would have a platform to speak to the Committee and voice their concerns. Stephanie suggested that we may establish a procedure so that citizens could be added to the agenda to voice any concerns.

Stephanie suggested the following:

- Create/Publish public announcement to notify citizen that the HRC has been established (re-established)
- Communication points for members so we are all communicating the identical message.
- Being Positive, Proactive & Engaged – allowing citizens to learn who we are and why we are here.

Next meeting the agenda should reflect establishing statement to identify who we are and what we are to accomplish.

Additional related comments. Glynn, suggest we utilize the Resolution as a guide to begin developing a program(s), ideas and methods of receiving information from citizens to the county and how to advise the Commissioners.

Hazel suggested a “Meet & Greet” with all citizens. Myra to pare a “cheat sheet”



## APRIL 6, 2023 MINUTES (CONT'D)

Myra volunteered to translate any documentation prepared to Spanish. Renee will provide Myra with the documentation beforehand so that she can share with the Latino community.

Stephanie added that the creation of by-laws will be on the agenda for the next meeting. Stephanie also presented a question to the board:

- Where do you think we can make a difference in our community
  - Immediate
  - Long range

Rodney – Public education opportunities

Hazel – Educate how our government works (Board of Commissioners)

Myra – Audio scripts for documentation. Educating families that speak other languages. Resources to improve the issues of language barriers. Improve communications to non -English speaking households.

Steve – Create a committee on education and for Rodney to chair. Determine what is needed in the LGBTQ community

Terry – Liaise between County Commissioners and community (grievances). Boost self esteem and address educational issues. Creation of information sharing and equal opportunities, including inequity is in the population. Better representation of constituents.

Stephanie – Key guidelines on how we communicate with each other, people with disabilities. Providing access so that participation is accessible to all, interruption, sign language. Inquiry of Halifax County school districts.

Jessica – To see programs (outreach) established to assist communities to become self-sufficient, which would include education, employment, parental and nutrition.

Established next meeting will be May 4<sup>th</sup> at 4:00 PM in the COMBS building next to the Historic Courthouse. Without further discussion meeting was adjourned

## BOARD MEMBERS

Rodney Pierce  
Stephanie Credle  
Tony Brown  
Robert Bigham  
Myra Belgreat  
Hazel Blount  
Steve Green  
Terry Buffaloe  
Renee Perry  
Jessica McMillan



## APRIL 6, 2023 MINUTES (CONT'D)

New business.

- Creation of statement(mission) to identify the HRC (who we are/what are we to accomplish
- Creation of by-laws
- Creation of process and procedures for public comments

### ANNOUNCEMENTS

N/A

### NEXT MEETING

May 4<sup>th</sup> at 4:00 PM