

Maryland Lynching Truth and Reconciliation Commission
Logistics Committee
Meeting Notes
January 29, 2020

Present: Chair Gary Norman, Tim Baker, Elizabeth Hughes, Will Schwarz

Budget Draft

A brief summary of the activities of the Research Committee particularly as it relates to budget development was provided. Logistics Committee members discussed the Commission budget requirements over the course of the next two years and fashioned a draft to share with Acting Chair Fakunle and the sponsoring delegate's staff. Time being of the essence, a budget draft was put together and shared out. Copy attached.

Draft Template for Hearings and Testimonials

The Logistics Committee's immediate goal is to share with the Commission a document which will provide some guiding principles for conducting the hearings called for in the authorizing legislation. The Commission had been briefed at the last full Commission meeting as to the general outline, and the Logistics Committee continued the discussion of the meeting format. Of particular interest were the following topics:

1. How best to record, transcribe and make available the information gathered at the hearings,
2. How best to interact and coordinate with local coalitions,
3. How the Commission might facilitate and support activities that take place after the hearings take place. Examples include additional "listening sessions," oral histories, storytelling and information gathering in general.

Other Issues and Action Items

1. Committee members should review the draft budget and template and provide additional input and comment.
2. Tim to finalize draft budget and template to share.
3. Gary to discuss assistance with bar association and Dean at UB in such areas as videography, meeting / facilitated discussion methods and models and generally to get feedback and support.
4. Tim to draft minutes and circulate meeting notice. Logistics Committee will meet every other Wednesday at 10:00 a.m. beginning with February 19th meeting at the Maryland Historical Trust located at 100 Community Place in Crownsville. Locations for future meetings to be determined.

Respectfully Submitted, Tim Baker

FISCAL YEAR 2021 Budget Request:

Maryland Lynching Truth and Reconciliation Commission

PURPOSE OF REQUEST

The purpose of this request is to provide funding to support the mandated public hearing function of the Maryland Lynching Truth and Reconciliation Commission and to support participation on the Commission by members who are not state employees.

FINANCIAL SUMMARY:

| | | | | | | | | |
|-------------------------|-------|------------|-------|----|-------|----|-------|--------------|
| General Fund: Amount \$ | _____ | Positions: | _____ | FT | _____ | PT | _____ | Contractuals |
| Special Fund: Amount \$ | _____ | Positions: | _____ | FT | _____ | PT | _____ | Contractuals |
| Federal Fund: Amount \$ | _____ | Positions: | _____ | FT | _____ | PT | _____ | Contractuals |
| Reimb. Fund: Amount \$ | _____ | Positions: | _____ | FT | _____ | PT | _____ | Contractuals |
| Total Funds: Amount \$ | _____ | Positions: | _____ | FT | _____ | PT | _____ | Contractuals |

REASON FOR REQUEST:

HB307, which became law in 2019, created the Maryland Lynching Truth and Reconciliation Commission. Duties of the Commission include hosting a series of regional hearings open to the public in areas in which a lynching of an African American by a white mob has been documented for the purpose of receiving from the public recommendations for addressing, engaging and reconciling communities affected by racially motivated lynchings. Although HB307 tasked Bowie State University with staffing the Commission, no appropriation was attached to the bill which would support the Commission in carrying out its public hearing responsibilities. Costs associated with these public hearings include such expenses as advertising, space rental and security, equipment rental, and transcription services.

In addition, members of the Commission include a broad range of public and private sector representatives – some of whom travel a significant distance to attend monthly meetings. Funding to permit mileage reimbursement for those members who are not state employees is needed in order to ensure their continued service on the Commission.

JUSTIFICATION FOR THE REQUEST:

With the creation of the Lynching Truth and Reconciliation Commission, Maryland is at the forefront of national lynching reconciliation efforts. Maryland is the first state to conduct a coordinated, state-sponsored outreach effort to solicit input from local communities on the legacy of lynching. Maryland’s leadership in carrying out these hearings will serve as an example for others.

In order for these public hearings to be successful, sufficient resources must be provided to ensure that they are well attended and that all participants have access, feel comfortable and are in a safe environment. The sensitive subject matter to be addressed in these hearings requires careful attention to detail in the planning and execution of these events.

At this time, the Commission expects to host hearings in the following locations to ensure that all parts of Maryland have access to the public hearing process.

1. Lower Eastern Shore

2. Upper Eastern Shore
3. Harford and Baltimore counties
4. Southern Maryland
5. Prince George's County
6. Anne Arundel County
7. Frederick County
8. Montgomery and Howard counties
9. Allegany County
10. Baltimore City

The following are the broad categories of expenses the Logistics Committee expects:

| Item | | Total |
|---|---|-----------------|
| Site Rental | Most likely we will be able to use most venues gratis | \$1,000 |
| Printing, copy fees, postage | | \$5,000 |
| AV equipment | purchase recording device for individual storytelling / oral histories as well as a backup for the meeting recordation services | \$500 |
| Meeting Incidentals and Refreshments | | \$4,000 |
| Misc contractual services e.g., Sign Language Interpreter, security | note: will likely not be needed for all hearings | \$7,500 |
| Misc contractual services | genealogists, oral historians, intern researchers | \$9,000 |
| Transcription and Meeting Recordation Services | | \$36,000 |
| Advertising | | \$5,000 |
| Mileage Reimbursement | | \$12,000 |
| TOTAL: | | \$80,000 |

Maryland Lynching Truth and Reconciliation Commission
Logistics Committee
Draft Template for Hearings and Testimony

The Committee recommends the Commission adopt this draft template for our hearing agendas and for the Commission's receipt of testimonials and supporting documentation. This draft

template is meant to provide guiding principles for the conduct of our public hearings recognizing that each of the public meeting may be structured slightly differently based on our known research, the interest of the community we will be visiting and the input from our local coalition partners.

Feedback will be sought on the following issues:

- Hearing venue: Where should these hearings be held? What type of venue would be most welcoming for informants? Are there particular venue suggestions? Do any of these venues have live streaming/audio visual capabilities?
- Outreach: How should these hearings be marketed? How can we ensure that affected communities are made aware of these hearings and come out to provide testimony? What local organizations can assist the Commission in spreading the word about the hearings?
- Timing: What is best day/time for these hearings? Is it okay if the day/time for hearings vary from region to region if each region's needs and conditions are different?

The Commission suggests a single program agenda and approach that would be implemented at each hearing event to ensure consistency. The program should consist of four components: #

1. Opening

The first speaker (a Commissioner) will provide background information regarding why and how the Commission was created, describe the Commission's mission and expected outcomes of the Commission's work, and outline hearing goals, ground rules and procedures.

2. History Overview

The second speaker (A research Committee member or other designated presenter) will provide an overview of the lynching events in the region/counties where the hearing is taking place. This overview will include specific details of the lynching occurrence, including victims' names, conditions surrounding the lynching event (location, timing, etc.), and what we know about those institutions complicit in allowing the event to proceed and perpetrators to go unpunished.

3. Testimony

The third speaker (ideally a professional facilitator) will solicit public testimony from the audience regarding what is known about local lynching occurrences and what the impact of the legacy of lynching has been on the local community. Members of the public will be invited to sign up to speak in advance of the meeting; once those members of the public have had their say, the facilitator will invite others in the audience who did not sign up to speak to provide testimony if they so desire. Written testimony will also be solicited.

Question: We need to give people space to tell their stories but how do we place appropriate time limits on the speakers? How will we record the event to ensure we will have a record of the proceedings that is archivally stable?

4. Next Step Recommendations

The fourth speaker (possibly a member of the Commission's Reconciliation Committee) will ask audience members to propose recommendations for addressing the legacy of lynching in their

communities – suggesting the wide range of outcomes that could be considered. For this part of the hearing, the audience could be divided into working groups with group leaders to brainstorm and record ideas on a flip chart. After a period of time, each group leader will report out their group’s recommendations to the audience. Alternatively, audience members could be given post-it notes to record their ideas, post them on a large sheet of paper where they are reorganized by category of proposed action, and reported out to the group at the end of the hearing.

Question: Could the Reconciliation Committee help us think through this component of the hearing?

Other hearing considerations included the following:

- Security: How will we provide security for these events? Local police should be made aware of the event, etc.
- Accessibility: All hearing venues must be accessible.
- Recording of the event: How will we record the event? It would be ideal to contract with an audio visual professional to set up and record the hearings. Some venues may provide this service. Will Schwarz can research options for AV support after the November 16th conference.
- Transcription of the hearing recording: Is this desirable in order to ensure access and archival stability? What would this cost and who would do it? Tim Baker will reach out to Barry Lanman, Director of the Martha Ross Center for Oral History at UMBC, regarding best practices for the recordation and preservation of oral testimony gathered as a part of this process.
- Collection of materials: How will we receive other materials such as newspaper articles, photos, objects, etc., that are delivered as paper or electronic files to Commissioners or presented at the hearings? The Commission should establish a formal workflow to ensure these types of crowdsourced research materials are recorded and made accessible to all. Tim Baker will develop a draft policy for consideration. \
- Refreshments: Some form of refreshments (water bottles, coffee, cookies, etc.) should be provided for these meetings since it is likely that they will last for 2-3 hours depending upon the number of participants.

Based on previous discussions at the October 28th meeting of the Commission, the Committee identified the following hearing locations to ensure that all parts of Maryland feel they have access to the public hearing process.

1. Lower Eastern Shore
2. Upper Eastern Shore
3. Harford and Baltimore counties
4. Southern Maryland
5. Prince George's County
6. Anne Arundel County
7. Frederick County

8. Montgomery and Howard counties

9. Allegany County

10. Baltimore City

All Commissioners are not expected to attend all hearings.

Activities Following the formal Hearings

We anticipate there will be additional interest following each of the public hearings. The Logistics Committee recommends the Commission develop a means for the local Coalitions and our Research Committee to institute a variety of avenues for others to add their voice and their narrative to the work of the Commission. These activities may include:

- Receipt of additional documentation, ephemera, written testimonials and the like
- Conducting “Listening Sessions”
- Facilitating the recording of oral histories.

These are just some suggestions. There will no doubt be many other ways we can allow others to participate.

Draft 1/29/2020

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