

BCHRC ~ Human Rights Awards Committee Report

August 3rd, 2020 Planning Meeting Virtual Event 2020

8/3/2020 meeting update (committee chair Jeanne Morrison will be on leave of absence for 10-12 weeks. This meeting served as an update and task assignment through November)

1. Decide on a theme (who are essential workers? Those whose service has historically kept our communities going amidst COVID-19 pandemic and its impact on their lives. Those who have risked their own wellbeing, stepped up during times of need to demonstrate compassion and promotes human welfare.

Theme: Unsung HEROS: Celebrating Frontline workers

Target award recipients to include Volunteers (freely giving time and talent for community service) and low wage paid workers that go above and beyond their duties

Examples: Grocery workers, early education workers, CNA's, Home care workers, Independence house, Duffy House, volunteers for Elder service- meals on wheels, School workers, COAST volunteers, postal workers, community activists groups (BLM initiatives)

Number of awardees: top 5-10 each category

- group of individuals from 1 org counts as one.
- Limit presentation speeches, Prerecord messages, post links, have presentations live by host and legislators (can mail actual awards to recipients)

2. Review /update application key criteria

Rosenthal Community Champion Award - public sector, recognized by peers, community or associates fostered Human Rights and to eliminate discrimination

Cornerstone Award- community member who advocated for and fostered social and racial justice, outstanding effort and or results for change i.e school mascot, MA seal, police justice reform, school curriculum reform

3. Draft form letter to accompany application for nominations - Susan will draft

Selection process:

- * electronic submissions
- * review team

4. Review list of community organizations for mailing

- a) # of awards (name's)
- b) # of award recipients
- c) mailing list/ postal service or electronic
- d) application collection, selection process

Kate began list and will add names and organizations Need

BCHRAC to complete list of

Susan will do a timeline to match the virtual event

5. Recommended speakers

Potential speakers: Begin a list, outreach (consistent with current theme)

Draft Letter for speaker requests

Draft list Legislative invites/ citations

Other invited guests

6. Outline virtual event - team needs a meeting to review 2019 program and transpose to virtual event. Criteria to consider

a) length

b) start and end time

c) program planning (schedule of program, online brochure attached to rsvp, website, save the date, live virtual event components vs prerecorded

d) number of guests including speakers and awardees

e) entertainment? Mashpee tribe video of flute or drumming, GroovaLattos soul-funk-blues band, performers from Cape Cod Voices POC Speak Up event July 11th on Hyannis town green

(capecodevoices@gmail.com)

7. Discuss platform and tech support including Reservations - need to develop program outline first. Considering zoom with host control features to mute attendees but open for speakers

8. Individual task assignments and task completion date (team will follow up with assignments of tasks as necessary)

- complete and approve application criteria- (Team discussed in meeting and consensus of existing criteria)
- complete request letter and update forms- Susan will draft
- update mailing list- Kate
- mail merge letters, applications and forms; mail to targeted mailing list, (TBD)
- outline the virtual program (team)
- other postings/ media announcements (TBD)
- manage speaker recommendations and selections, send invitations to (speaker, legislative invites other dignitaries or special guests), obtain citations (TBD)

- Oversight of virtual event, plan and approval of schedule, (next team meeting)
- complete program brochure (TBD post online)
- secure entertainment | Ideas discussed (TBD)
- technical design and securing support to run event day, consider recording and power Ppt in advance (TBD)
- MC/Host to facilitate the event and keep things moving (TBD)
- introductions, timekeeper and closing (TBD)
- resource page- links to information about the BCHRA and other organizations such as recipients' orgs, sponsors, community resources esp. those support HR/CR or processing complaints (TBD)
- reservations, comments, evaluations (TBD)

Note: the items listed as TBD are topics of focus for future meetings. The group determined that the next meeting focus should be to outline the virtual event. Identify the program component and create a new timeline. After that will need to determine the virtual platform and involve technical person to determine best set up and begin planning.