

**Racial Equity Advisory Panel (REAP)  
Via Microsoft Teams  
Minutes  
November 18, 2021**

PRESENT: Panel members: Andrea Brett, Chair, Karen Richards (minutes), Nancy Waples, Clarence Davis, Stephanie Seguino. Guest: Catherine Russell, Panel Assistant. Xusana Davis, Executive Director of Racial Equity (EDRE) also participated in portions of the meeting.

**BUSINESS MEETING:**

The meeting was called to order by Chair Brett at 6:03 p.m.

- A. Panel Introductions: No members of the public were present so panel members did not introduce themselves.
- B. Agenda changes: Chair Brett suggested removing item D. of the agenda (On-going business to be shared by the EDRE) given Ms. Davis' inability to attend the entire meeting. Richards moved to so amend the agenda. The motion was seconded by C. Davis. VOTE: 5:0
- C. Approval of the Minutes: Waples moved to approve the minutes of October 21, 2021 as written. C. Davis seconded the motion. Vote: 5:0
- D. (formerly E.) New Business
  1. Annual Report-drafting plan for 1/15/22 submission deadline:
    - a. Review of Key Points: The following sections were identified to be included along with the responsible person(s):
    - b. Introduction, Panel Members & Terms, Statutory Authority- Richards  
Performance Targets & Measures- C. Davis & Waples  
Collaboration between the Cabinet and the EDRE- Brett
    - c. Draft sections will be sent to Richards for compilation in a first draft. Soft deadline of 12/3; hard deadline of 12/16.
  2. Next Meetings: December 16, 2021. The Panel will also hold January 10, 2022 for any needed tweaks or discussion regarding the Annual Report.
  3. Other Business: Richards suggested that the Panel have as a future agenda item how the Panel can be most useful to the EDRE within the parameters of the legislation that created it. Ms. Davis indicated that Racial Disparities in the Criminal Justice System (RDAP) is recommending the creation of "Bureau" that would collect data on racial disparities and that legislation may be submitted placing that Bureau within the office of Racial Equity or vice versa. Discussion to be continued at later meetings.
- E. Public Comment: No members of the public were present.

**II. Adjournment**

Waples made a motion to adjourn. Whereby the meeting adjourned at 6:58 p.m.

Respectfully submitted,

*Karen L. Richards*

Karen L. Richards, Panel Member