



2016 Annual Report

Submitted to:

Governor Earl Ray Tomblin

&

Joint Committee on Government and Finance

Submitted by

Carolyn L. Stuart, Ph.D.

Executive Director

Herbert Henderson Office of Minority Affairs

December 30, 2016

TABLE OF CONTENTS

Message from the Executive Director.....	3
Vision, Mission, Values, and Goal Statements.....	4
Goals & Objectives	4
2016 highlights.....	5
Information Dissemination	7
Programs and Services for Minorities.....	7
Recommendations	8
Summary	9

MESSAGE FROM THE EXECUTIVE DIRECTOR



As 2016 comes to a close, the Herbert Henderson Office of Minority Affairs (HHOMA), through this report, is able to review and reflect upon the work that has been done throughout the year while at the same time looking forward to the start of 2017; envisioning the work that still needs to be done. We look forward with a sense of accomplishment regarding our past and a renewed sense of hope as we move forward into the future. As I present the Herbert Henderson Office of Minority Affairs' (HHOMA) 2016 Annual Report to both Governor Tomblin and Governor-Elect Justice, it is my hope that the work done during 2016 will stand as a testament to the commitment that the office has to serve our entire state and to the strides that we have made and that we strive to continue to make.

This report reflects the tasks that were undertaken during 2016. I continue to be thankful for the honor and privilege to work as the executive director of the HHOMA that functions as a cabinet level position within the Office of the Governor.

In keeping with the spirit of the late civil rights attorney, Herbert H. Henderson, and his lifelong quest for equal rights for all human beings, as the chief administrative officer of the HHOMA, I continue to work diligently in the ongoing efforts for basic human rights for all West Virginians and for equity for the minority citizens of this state.

The office depends upon our citizens to inform us of the issues that they would like to have addressed. In an effort to hear from concerned citizens, annually, we hold four forums throughout the state in communities with high minority populations to promote and facilitate open dialogue on issues that affect minorities in West Virginia. When informed, we make every effort to attend meetings, activities and events to garner as much information as possible regarding the unmet needs of minority communities.

We collaborate and partner with a number of agencies/organizations to develop strategies that are designed to promote equity and that result in recommendations being made regarding steps that can and should be taken to improve the lives of minority citizens by improving access to programs and services that serve the needs of minority groups.

This report highlights the continuous commitment to equity for our minority citizens across the state when there is not equal access to the programs and services that are readily available to their non-minority counterparts.

Respectfully submitted,

A handwritten signature in blue ink that reads 'Carolyn L. Stuart'.

Carolyn L. Stuart, Ph.D.
Executive Director
Herbert Henderson Office of Minority Affairs

VISION, MISSION, VALUES, AND GOAL STATEMENTS

MISSION: The Herbert Henderson Office of Minority Affairs (HHOMA) provides a forum to discuss issues and concerns of minority communities, and assist with efforts to develop strategies to improve the delivery of services to minorities.

VISION: HHOMA envisions acceptance and involvement as **E**qually **Q**ualified, **U**nited, **I**nnovative, **T**ransformers, **Y**earning for (**EQUITY**) in programs and services for minorities across the state.

DIVERSITY: HHOMA is committed to fostering diversity by encouraging and modeling an environment of inclusion where individuals' differences are welcomed, respected, appreciated, and celebrated.

VALUES: HHOMA promotes the following values:

Integrity – We are committed to building trust with minorities through honesty, fairness, consistency, and follow-through.

Leadership – We are committed to supporting minorities in their quest for equity and equality.

Collaboration – We are committed to sharing knowledge and resources that builds statewide partnerships among minority citizens, government, and private entities.

Responsiveness – We are committed to providing programs and services in a dignified, respectful, nondiscriminatory manner.

Accountability – We are committed to prudently managing the activities of the office.

GOALS & OBJECTIVES

GOAL: The goal of the Herbert Henderson Office of Minority Affairs is to make recommendations to the Governor and Legislature related to policies, and programs and services that affect the minority population of our state.

OBJECTIVE: The objective of the Herbert Henderson Office of Minority Affairs is to serve as advocate and liaison for minorities across the state.

During 2016 the HHOMA had the following six areas targeted as priorities for the office;

1. **Education** – Participate in discussions with the Department of Education, Higher Education Policy Commission and constituents to develop strategies to improve the educational outcomes for our citizens.

2. **Workforce Development** – Develop collaborative partnerships to foster the implementation of workforce development legislation.
3. **Minority Health** – Collaborate with the Department of Health and Human Resources (DHHR) and its Bureau for Public Health (BPH) to establish, staff and maintain an efficient West Virginia Office of Minority Health (WVOMH) that will offer quality programs and services to minorities across the state.
4. **Social Service** – Facilitate collaboration among state, non-profit, public, and private sector agencies to identify the needs of minority communities, identify gaps in services, and develop strategies to provide needed services and programs.
5. **Justice** - Collaborate with various partners (i.e., adult and juvenile) to develop programs that promotes justice and equity for minorities entering, serving sentences, and leaving the justice system.
6. **Economic Development** – Collaborate with federal, state and local government, and with the private and public sector to promote economic development opportunities and initiatives.

2016 HIGHLIGHTS

COLLABORATIVE PARTNERSHIPS

- ❖ African American Philanthropy in Action (AAPA) (Giving Back Project)-Charleston, WV (02/18/2016)
- ❖ BrickStreet Insurance (Minority Business Expo) – Charleston, WV (10/26/2016)
- ❖ Bureau of Senior Services (Minority Business Expo) – Charleston, WV (10/26/2016)
- ❖ Delegate Clif Moore (McDowell County Empowerment Expo)- Welch, WV (08/12/2016)
- ❖ Elder Abuse Presentations – Wheeling, WV (03/31/2016)- Rupert, WV(04/06/2016) -, White Sulphur Springs, WV (04/14/2016) –Williamson, WV (04/21/2016)
- ❖ Goodwill Industries (Job Fair)- Charleston, WV (08/31/2016)
- ❖ Kanawha Bench Bar Committee (5th Annual STAR Celebration Program)- Charleston, WV (02/04/2016)
- ❖ Listening Tours –Wheeling, WV, (03/31/2016) -, White Sulphur Springs, WV (04/14/2016), Williamson, WV (04/21/2016) – Montgomery, WV, (04/28/2016)
- ❖ Mary C. Snow West Side Elementary School (Balancing the Equation Pilot Program) (5 year pilot project)- Charleston, WV (08/2014)
- ❖ Mylan Pharmaceuticals (Minority Business Expo) – Charleston, WV (10/26/2016)
- ❖ State NAACP (Equity in Minority Education)- Clarksburg, WV (10/28/2016)
- ❖ Toyota Manufacturing WV (Minority Business Expo)- Charleston, WV (10/26/2016)
- ❖ U.S. Department of Energy’s Minorities in Energy Program (Minority Business Expo)- Charleston, WV (10/26/2016)
- ❖ WV Department of Education & the Arts (MLK State Holiday Celebration)- Charleston, WV (01/18/2016)

ATTENDED EVENTS

- ❖ WV DHHR (McDowell County Empowerment Expo)- Welch, WV (08/12/2016)
- ❖ WV State Department of Education Superintendent’s Stakeholder Advisory Group Meeting – Charleston, WV (01/07/2016)
- ❖ WV State of the State Address – Charleston, WV (01/13/2016)
- ❖ Cafe a la Fikr End of Year Annual Dinner – Charleston, WV (01/29/2016)
- ❖ Bluefield State College Women’s History Month Luncheon – Bluefield, WV (03/09/2016)
- ❖ 2016 Goodwill Annual Dinner – Charleston, WV (03/29/2016)
- ❖ Revitalizing Southern West Virginia Summit – Logan, WV (04/01/2016)
- ❖ Kanawha Valley Interfaith Councils’ 66th Annual Luncheon - Charleston, WV (04/07/2016)
- ❖ CRC/CIC Joint Luncheon – Charleston, WV (04/22/2016)
- ❖ ESSA Stakeholder Taskforce Meeting – Charleston, WV (04/25/2016)
- ❖ GKVF Annual Report to the Community – Charleston, WV (05/17/2016)
- ❖ Women's Commission Strategic Planning Meeting – Charleston, WV (06/15/2016)
- ❖ West Side Parent Education Meeting – Charleston, WV (07/07/2016)
- ❖ WVSU New President Reception – Charleston, WV (08/02/2016)
- ❖ State of African Americans in West Virginia Briefing – Charleston, WV (08/17/2016)

- ❖ WV DHHR (McDowell County Empowerment Expo)- Welch, WV (08/12/2016)
- ❖ WV Division of Culture & History (4th Annual Celebration of Diversity)-Charleston, WV (02/01/2016)
- ❖ WV Human Rights Commission (Civil Rights Day Celebration)- Charleston, WV (02/25/2016)
- ❖ WV Minority Business Association (Minority Business Expo) – Charleston, WV (10/26/2016)
- ❖ West Virginia State University (Balancing the Equation) (5 year pilot project) - Charleston, WV (08/2014)
- ❖ Workforce, WV (Job Fair)- Charleston, WV (08/31/2016)
- ❖ YWCA, Wheeling, WV (Annual Stand Against Racism Essay Contest)- Charleston, WV (04/22/2016)

SPEAKING ENGAGEMENTS

- ❖ Bluefield State College Founder’s Day Speaker, Bluefield State College – Bluefield, WV (10/07/2016)
- ❖ Fayette County Black Caucus -39th Martin Luther King, Jr. Memorial Luncheon Speaker – Oak Hill, WV (04/16/2016)
- ❖ 2016 RESET Community Meeting (Expanding Connections)- Charleston, WV (12/09/2016)

RECOGNITIONS

- ❖ Delta Sigma Theta Social Action Brunch- "Changing the Conversation" – Charleston, WV (02/20/2016)
- ❖ Shining Star Award – Charleston, WV (04/22/2016)
- ❖ West Virginia Wonder Women of the Year Award – South Charleston, WV (10/24/2016)
- ❖ 2016 Outstanding Statewide Partner for Vision Shared Lemonade Day Program- Charleston, WV (11/14/2016)

HHOMA GRANTEES

- ❖ African American Philanthropy in Action (AAPA)
- ❖ Partnership of African American Churches (PAAC)
- ❖ WV State University
- ❖ NAACP
- ❖ Goodwill
- ❖ Kanawha Bench Bar Committee
- ❖ WV Minority Business Association
- ❖ WV Human Rights Commission
- ❖ Lemonade Day

- ❖ WVSU State of the University Address – Institute, WV (09/30/2016)
- ❖ Big XII Chief Diversity Officers (CDO) Meeting- Morgantown, WV (09/27-28/2016)
- ❖ Women & Technology Conference – Davis, WV (10/06/2016)
- ❖ College Dreams Ignited – Institute, WV (10/14/2016)
- ❖ Ability Works Recognition Ceremony - Charleston, WV (10/19/2016)
- ❖ Wonder Women Luncheon – South Charleston, WV (10/24/2016)
- ❖ HIV/HCV Prevention Stakeholders Meeting – Flatwoods, WV (10/27/2016)
- ❖ Equity in Minority Education Summit – Clarksburg, WV (10/28/2016)
- ❖ Lemonade Day Awards and Kickoff Celebration – Charleston, WV (11/14/2016)

SERVICE

- ❖ Governor’s Workforce Planning Council (Member)
- ❖ Project Launch State Council (Member)
- ❖ WVDE Superintendent’s Stakeholder Advisory Group (Member)
- ❖ Martin Luther King, Jr. State Holiday Commission (Chair)
- ❖ Reconnecting McDowell (Partner)
- ❖ Innovation in Education Grant Review Committee (Member)

TELEVISION APPEARANCES

- ❖ The Road Ahead Television Show Guest (01/27/2016)

PROFESSIONAL DEVELOPMENT

- ❖ Community Norms, Discovering a Positive Community Lens Training – Charleston, WV (08/25/2016)

INFORMATION DISSEMINATION

The Annual Report that sets forth the activities of the office for the calendar year is due to be submitted on the first day of January to the Governor and to the Joint Committee on Government and Finance. A copy of the Annual Report as well as any additional verbal and/or written reports requested is disseminated to Chair(s) of the Select Committee on Minority Issues. Weekly cabinet meetings allow the opportunity for information to be shared with the Governor, Chief of Staff, General Counsel, Cabinet Secretaries, Chancellors, Commissioners, and the Governor's Senior Staff. During these meetings, I am able to speak openly with State Government leaders about various issues that come to my attention as a result of meeting with minority constituents, community leaders, city and county officials and both non-profit and for-profit agencies/organizations. Regularly scheduled one-on-one meetings with the Governor and Chief of Staff were held throughout the year so more in-depth discussions could be had regarding ways to address the issues that were brought to my attention. I met with Cabinet Secretaries as needed to raise awareness regarding current issues and how each respective agency could assist the HHOMA to address those issues. We continue to work together to keep each other informed and educated about each other's efforts to address various issues that impact our minority communities.

I attend various meetings and activities throughout the year and continue to maintain a presence throughout the state and to provide information in a timely manner. During 2016, the HHOMA increased its use of Twitter as a primary technology method used to keep the public better informed about the work that the HHOMA does. The website was updated to be more user/mobile-friendly for state residents to access information through our website (www.minorityaffairs.wv.gov). We continue to provide current information related to programs and services that are beneficial to minorities. We utilize media that is local to the area that we are in as a way to disseminate information to the minority community. Forums, meetings, faith based associations, workshops, public school systems, community and four- year colleges, community events, community service organizations, press releases, and television appearances are part of our networking strategy to raise awareness about the work that the HHOMA does. Many of these venues allow us the opportunity to distribute contact information to the attendees. The HHOMA, through its technology venues works to disseminate information from minority communities, when submitted to us, to minority communities in an effort to raise awareness and encourage participation in matters that involve minority issues, programs, services and activities. The HHOMA staff walked the entire west side of Charleston, WV to gather information and publish an electronic Resource Guide that highlights the businesses, agencies and organizations located in the area that are easily accessible to the area residents.

PROGRAMS AND SERVICES FOR MINORITIES

Funding has a direct bearing on the types of programs and services provided to not only minority populations, but to all populations throughout West Virginia.

The HHOMA has developed partnerships across the board that enables the office to provide technical and financial assistance as requested to help individuals with their efforts to provide programs and services that are shaped by experts from various disciplines, best practices and by modeling exemplary programs. During the 2016 calendar year, the HHOMA worked in concert with local, state and federal agencies, corporations, institutions of higher education, and justice reinvestment to obtain both human and financial support to ensure that the annual activities and events provided through the HHOMA would continue.

There continues to be instances of disappointment and frustration when desired programs and services are not readily implemented regardless of legislation that is passed to seemingly address minority issues, but may result in unintentional consequences such as the inability to implement the program and/or service. The HHOMA recognizes that there are a number of programs and services currently in existence that could contribute greatly

to promoting equity within the minority population. These already existing programs need to be more closely examined to evaluate their effectiveness while making necessary improvements and avoiding duplication of services.

The WV Office of Minority Health was established to help coordinate efforts to ensure that equity is achieved regarding health programs and services that are accessible to minority communities throughout the state. The WV Department of Highways manages the Disadvantaged Business Enterprise (DBE) Program that is designed to specifically target the advancement of minorities who seek to procure state contracts. This is a program that can be further explored as a model as we seek to increase the impact that a commitment of both human and financial resources can have when implementing changes needed to develop programs and services into culturally relevant programs and services.

The HHOMA spearheaded, and is providing technical assistance to a group of minority business owners in their pursuit to establish a Minority Business Association. In concert with the HHOMA, the newly established WV Minority Business Association looks to promote economic development for minority businesses and entrepreneurs throughout the state. The Annual Minority Business Expo is another example of providing opportunities for minority business owners to share experiences, receive current information about business trends in West Virginia and have one-on-one opportunities to contract with large companies/corporations. We provide an opportunity for anyone interested in serving on a board or commission to submit an application through www.minorityaffairs.wv.gov for consideration to be appointed to a leadership position. We also look for, and encourage others to connect with the HHOMA for partnership opportunities.

Planning, delivery and evaluation requires closer examination to ensure that programs for minorities meet the best practice standards that are in place for any other community. Evaluation and reporting continues to lag in this area. There is no shortage of ideas being presented; however, the execution of those ideas often fall short as evidenced by ideas being presented verbally without having a concise written plan for implementation and evaluation. When the evaluation and reporting of programs and services does not meet funder's reporting guidelines, it creates barriers that are sometimes hard to overcome and result in the agency/organization being listed on the federal or state, or both the debarred and/or noncompliance lists. When placed on these lists, federal, state or both funding sources will not be available to the agency/organization. Technical assistance can be sought from a number of local agencies/organizations regarding report writing.

Relationship building continues to be the key first step in the planning process. Needs assessments specific to every program being developed are critical to the planning, development and delivery of minority programs and services because they allow all stakeholders to have a voice in every aspect of the program/service. There is still an ongoing need for planning and development teams that are culturally, ethnically, and regionally diverse who have expertise in the program area to be addressed. Such a team could boost credibility which could leverage additional resources.

We continue to hear from potential grantors that there is a lack of accountability from grantees. Final reports are non-existent from some grantees; this has resulted in funds becoming more difficult to secure even when the program and/or services are valuable and viable. In providing final reports that would outline the effectiveness of the funded program and/or service, the grantee could be afforded the opportunity to seek technical assistance and/or to partner with other agencies/organizations that have a similar mission.

RECOMMENDATIONS

The themes and patterns remain the same regarding the areas of need being very similar, regardless of the location within the state. West Virginia's minority residents still experience inequity in each of the six areas identified for HHOMA to work on. Based on information gathered from the Listening Tours that we hold throughout the year and throughout the state, from stakeholder meetings, and from other activities/events, the

lack of employment that can lift individuals out of poverty; and being ill prepared to deal effectively with ex-inmates is a topic of discussion during just about every forum we host. I respectfully submit for your review and consideration the following four recommendations; some of which are not new but are worth repeating. Progress regarding the four recommendations below would be a start in addressing the many issues minority communities face.

1. Develop a diversity statement through the Office of the Governor as a way to begin to foster trust between minorities and State Government. Such a statement is a first step toward showing support and commitment to diversity, equality, and equity for any minority groups across the state. The development of a diversity statement and participation in diversity trainings illustrates a willingness to foster diverse work and social environments that ultimately spreads throughout the state. There is no financial cost associated with this recommendation and gaining public trust and support is invaluable. This is the fourth year for this recommendation.
2. Prior to the passage of a Bill, ensure that any state agency named to provide a program/service to a minority community has both the human and financial resources to meet all requirements as set forth in said Bill. This would eliminate the continued passage of Bills that includes the “If funding is available” clause that allows a Bill to never be implemented. There could be costs associated with this recommendation; however, one completely funded program that results in positive changes in our minority communities would be a great return on such an investment.
3. Require agencies to be open and transparent through regular updates regarding their ability to fund minority programs and services while holding agencies responsible for enacting legislation to fund programs and services whose target population is minorities. In partnership with the HHOMA, convene stakeholder meetings to develop strategies for enacting legislation that directly affects the minority population.
4. Require each State agency to designate at least one staff to the oversight of minority issues relevant to the agency (e.g., Department of Commerce designates one person within the Economic Development Authority Office to oversee minority issues regarding economic development).

SUMMARY

It is the intent of the Herbert Henderson Office of Minority Affairs staff to continue to play an integral role in trying to achieve positive advancements that minorities across the state can benefit from. This year marked our 3rd Annual Minority Business Expo that we host each year in October to bring minority business owners, suppliers, corporations, and other companies together in an effort to grow, enhance, and strengthen the minority business community. Employment opportunities are showcased during the expo. The WV Minority Business Association grew out of the expo, and each year, additional expo attendees voice their desire to join the association. This year marked our first job fair that was held on the west side of Charleston with nearly 400 job seekers attending.

We enjoy positive relationships with various agencies and organizations that have allowed the HHOMA to provide technical assistance in the areas of planning and development and to award a limited number of grants. The HHOMA spearheaded the establishment of the West Virginia Office of Minority Health and the West Virginia Minority Business Association and our plans include continuing to work to establish new statewide agencies and/or organizations that promote activities and events that are critical to achieving equity in programs and services that are available to our minority citizens across the state.