

City of Salisbury Human Rights Advisory Committee (HRAC)
Meeting Minutes

Date: Tuesday, January 6, 2026

Time: 6:00 p.m.

Location: Government Office Building (GOB), Room 306

Members Present

- Natalie Saint-Phard – Committee Chair (via Zoom)
- Jenn Berkman – Member (via Zoom)
- Jeremy Alexander – Member (via Zoom)
- Sophia Peters – Member (in person)
- Demetria Marshall-Leonard – Vice-Chair

City Liaison Caroline O’Hare (in person)

City Council Representative Angela Blake (in person)

Call to Order

- Chair Natalie Saint-Phard called the meeting to order at 6:09 p.m., once quorum was confirmed.

Approval of Minutes

- November 2025 meeting minutes were presented for approval.
 - Motion: Demetria Marshall-Leonard
 - Second: Sophia Peters
 - Vote: Approved (unanimous, as reflected in meeting notes)

Discussion Items

January – Human Trafficking Awareness / Proclamations & Recognition

- Natalie noted that January is Human Trafficking Awareness Month and discussed the committee’s interest in highlighting and supporting frontline organizations.
- The committee discussed requesting new proclamations/citations (rather than re-issuing last year’s documents) so that each identified organization receives its own recognition.
- The City Liaison clarified differences in document types (proclamations/citations/certificates) and reviewed general process considerations for requesting and presenting recognitions.

Committee Membership / Daniel McBride

- Natalie shared an update regarding Daniel McBride and his desire to leave the committee rather than be removed by the Chair.
- The committee discussed ensuring proper communication and documentation for committee membership changes.

Homelessness Initiatives and HRAC's Advisory Role

- Natalie expressed concern that HRAC has not consistently been included in ongoing city discussions related to homelessness and housing, and emphasized the committee's desire to serve in a proactive advisory capacity.
- City Council Representative Angela Blake provided updates on current and proposed city initiatives related to housing and homelessness, including: Planning for a homelessness/housing town hall (noted as postponed to June to allow time for information gathering and updates to the Housing First approach).
- Discussion of incentives such as potential tax credits/abatement to support housing repairs/builds (including partnerships such as Habitat for Humanity and Salisbury Housing Services).
- Discussion of exploring a receivership model for properties with significant tax liens (referencing examples used in other municipalities).
- Members discussed ways HRAC may support the City's work, including attending City Council meetings and providing public comment focused on policy and procedures.

Community Resource Efforts / Potential Resource Fair

- The committee discussed the concept of a city resource fair, including the possibility of utilizing city community centers and strengthening coordination across service providers and partner organizations.

New Community Initiative – The SUP Shop (Coffee Shop Grand Opening)

- Demetria shared details regarding the opening of The SUP Shop, described as a community resource and workforce-support initiative for unhoused individuals.
 - Location: 235 Florida Avenue
 - Grand Opening: Friday, January 9, 2026 at 2:00 p.m.
- Members discussed ways to promote the opening and support the initiative through City communications and community outreach.
- Council Representative Blake indicated interest in ensuring broader awareness among council members and sharing information publicly.

Committee Visibility, Communications, and Social Media

- The committee discussed increasing HRAC visibility and outreach, including the use of marketing materials (e.g., brochures/handouts) and participating with a committee presence at community events such as Third Friday (noted for planning toward April).
- Members also discussed questions regarding policies and approvals related to committee communications tools (including Facebook/website presence).
- Council Representative Blake noted the need for clarity regarding legal/policy requirements and indicated upcoming conversations with the Mayor's Office and legal staff.

Coordination with County Efforts / Future Working Groups

- Members discussed the importance of coordination with related county-level human rights work (noted as developing) and the potential to form subcommittees/working groups as HRAC membership grows and projects expand.

Adjournment

- The meeting adjourned at 6:59 p.m.
 - Motion to adjourn: Sophia Peters
 - Second: Demetria Marshall-Leonard

Next Meeting

Date: Tuesday, February 3, 2026

Time: 6:00 p.m.

Location: Government Office Building, Room 306

Action Items / Next Steps Before Next Meeting

Task	Assigned To
Follow up with Daniel McBride and send a formal letter of advisement regarding committee membership status; CC Emily Morrow, Caroline O’Hare, and Demetria Marshall-Leonard.	Natalie Saint-Phard
Request new proclamations/citations recognizing frontline human trafficking organizations (e.g., Sheriff’s Office, Salisbury Police Department, Life Crisis, and others discussed).	Natalie Saint-Phard
Provide Natalie Saint-Phard an example of a prior citation/proclamation for reference/template language.	Caroline O’Hare
Forward the draft community human rights survey to committee members for review; once refined, submit to City Communications for review/approval as needed.	Sophia Peters
Attend meeting with City Administration on Thursday, January 8 at 3:30 p.m. to discuss HRAC’s proactive advisory role (including homelessness initiatives).	Natalie Saint-Phard
Meet with the Mayor’s Office and legal staff on Thursday to discuss committee restructuring questions, and policy guidance regarding committee social media/website use and council collaboration.	Angela Blake
Email Natalie Saint-Phard the date of the upcoming City work session (noted as possibly the 12th or 26th) for coordination/attendance.	Angela Blake
Send the SUP Shop grand opening flyer/details to ABCD/City Liaison for wider distribution.	Demetria Marshall-Leonard
Share the SUP Shop grand opening flyer with HRAC and assist with promotion through available City channels.	Caroline O’Hare
Announce the SUP Shop grand opening at the next City Council meeting and ensure council members are informed.	Angela Blake
Plan HRAC visibility/marketing for Third Friday (April), including preparation of brochures/handouts and use of available committee funds.	Interested Members
Attend City Council meetings as appropriate and provide public comment focused on policy/procedures related to committee effectiveness and homelessness initiatives.	Interested Members