



June 13, 2023 DEI Commission Meeting Minutes

Present: Joe Palumbo, Andrea Foncerrada, Ji Orloff, Rob Munro, Josh Lee, Nancy Brown, Kristen

Hagerty, Rose Cratsley

Absent: Jimi Two Feathers

Lisa Stricker, DEI Consultant for the Town of Concord

Call to order 12:02 pm/ Adjourn 3:02 pm

Upcoming events

June 15, 2023 volunteer appreciation Town House

June 19, 2023 Town -Wide Juneteenth celebration

Town of Concord's DEI Commission Focus Statement

"The Town of Concord's DEI Commission is dedicated to dismantling systemic bias, removing barriers, and showcasing the imperative need and transformative results of our work."

DEI Commission Norms

- Attendance
 - There will be 2 meetings per month.
 - Members should miss no more than 1 meeting per quarter.
 - All meetings will be in person unless otherwise stipulated. However, there will always be a Zoom link on the agenda
 - Members can request a hybrid attendance (72 business hours in advance)
 - Communication to either co-chair regarding attendance or agenda items is required 72 business hours in advance of meeting.
 - Not all meetings are recorded.
- Communications
 - Any communication, such as text or email, will be responded to within 48 business hours.
 - Open meeting guidelines will always be honored.
 - Invitations will be sent for all Commission meetings to allow placement into individual calendars.

Commission Role

- Make policy and implementation recommendations on DEI Issues in collaboration with Town Manager.
- Co-Chairs will meet with the Town Manager at minimum once per month.
- Collaborate with Town DEI Consultant and the Town Manager on the DEI Action Plan
- Remember, the Commission does not have the authority to tell people what to do. We are a positive collaborator, facilitator and our success will be built on the quality of the trusting relationship we develop with others.

- Actively engage, collaborate and learn with other Towns on the DEI topics

Note. Visit MAPC to learn more about their DEI Coalition, if still in practice.
<https://www.mapc.org/resource-library/ma-municipal-dei-coalition/>

Areas of Focus and Objectives for the Year Ahead

- BIPOC (Black, Indigenous, and People of Color)
 - Research and make recommendations related to an incident response system. **(Josh)**
 - Review and provide input on the diversity hiring process. **(Nancy)**
 - Facilitate the increase of cultural programming to at least 12 per year. **(Joe)**
 - Create an annual calendar. **(Ji)**
 - Amplify cultural events already happening in the Town. **(Ji)**
 - Engage with the chamber to offer exposure, training and professional support **(Andrea)**
 - Engage with public safety on various ways to educate, support and collaborate **(Kristen)**
- LGBTQIA+
 - Initiate cultural programming. **(Joe)**
 - Research and investigate potential support groups. **(Nancy)**
 - Amplify the LGBTQIA+ history of Concord. **(Rob)**
 - Engage with local schools' affinity programs. **(Rob)**
 - Work with Town DEI Consultant to provide training to the Commission. **(Joe)**

The long term charge is still is to increase cooperation, understanding, and dialog among residents of diverse cultural, religious, socio-economic, racial and ethnic backgrounds, and to promote inclusion throughout the town. The Commission shall also critically consider intersections among these groups to facilitate learning, understanding, and unity.

However, in the next twelve months, the Commission focus will be to accomplish the Areas of Focus and Objectives for the Year Ahead

Action items

- Lisa will talk to members in next two weeks to develop proposed, activities, and SMART goals that will be a part of this initial action plan
- After these meetings Lisa will begin draft of action plan.
- Members review and comment on action plan.
- Present action plan to Select Board in September.
- Each quarter, members present progress toward goals. (check in points)
- Regularly present progress on plan to Select Board.