

Equity and Diversity Committee - Town of Shelburne

PUBLIC MEETING Minutes

Date: 5/22/23, 6:00pm

Google Meets Virtual Meeting

Committee Members present: Chunka Mui, Jennie Hoenigsberg, Patricia Fontaine, Fabienne Boisvert-DeFazio, Michele Crowder, Mercedes Ortega, Josh Flore, Faith Yacubian, Sarah McIlvennie

Others present: none

Call to Order: 6:02pm

Facilitator: Michele

Minutes: Faith

Approval of Agenda for: 5/22/23

Anticipated Discussions:

- Consultant update re:next steps/power-point (15-20min)
- Farmer's Market sponsorship
- Communications subgroup

Motion to approve Agenda: Fab

Second: Chunka

Favor: majority

Opposed: None

Approval of Minutes from: 5/08/22

Motion to approve Minutes: Jennie

Seconded: Patricia

Favor: majority

Opposed: None

Public comments: NA

Discussions:

- Consultant Subgroup (Mercedes, Patricia, and Faith):
 - Consultant update re: power-point and next steps
 - 13 employees completed the survey
 - Subgroup was advised to meet with Town Manager to review results and provide recommendations
 - Committee Feedback/Questions
 - **Interpreting Data:** the absence of context/rationale of employees' responses to survey questions makes interpreting the data challenging.
 - **Understanding the Rationale for the Survey:** What precipitated the survey? And, (Chunka asked) what are we trying to address?
 - Josh - the impetus was two-fold: 1) address disparities in traffic stops and 2) notable low involvement with town managers and employees.
 - Patricia - initial "roll-out" of surveys lacked participation + lack of trust with the Committee and its charge + misunderstanding of the Committee. Also, the community's need to share stories about current/imminent issues took precedence during training sessions.
 - **Lack of Nuance:** Sarah - building trust through in-person communication could help ascertain specificity. Chunka - framing grounded in the actual "situation" in Shelburne (be it zoning that causes class inequity, like resource privilege). Doing so offers the rationale for the work and approach. Solving the problems that are unique to Shelburne and have the most impact are worth prioritizing. Josh - tangible effects will aid in building action towards mitigation. Michele - like most towns/states, the issues are similar. The proof is in the lived-experiences of Shelburne residents.
 - **Unintended, Yet Notable Delays:** How might we make better use of Tabitha and Steffen's knowledge/best practices in gaining accurate data re: equity and diversity?
 - **Discernments:** Michele observed the differences between claimed knowledge v. applied knowledge. What models might help us address both reflective (intrapersonal) competency and behavioral (actions)?

- **Low Hanging Fruit:** Josh recommended answering the questions under the "I don't know" section (slide 9). The answers could guide the listening sessions.
 - Fab - agrees with Josh about answering the questions on slide #9. This might yield confidence in our Committee and demonstrate our support.
- **Framing Listening Sessions:** Chunka asked, "what is the right context for setting the listening sessions?" Fab suggested replacing equity and class for race, as the former are also prevalent issues. This might also ease the trepidation of speaking honestly and openly when the topic of race is prioritized.
- Next Steps: Patricia - two action items: postpone listening sessions and meet with the Town Manager. And, re-review agreement (or/and Mission Statement) with the town to understand our charge and stay focused
 - Sarah - is the town leadership the "pivot point"? It might be advantageous to connect with folks outside of the small sample size (of employees).
 - Chunka - article re: Missions Statements
https://www.drucker.institute/wp-content/uploads/2018/08/Reading_Drucker-on-Mission.pdf
 - Patricia - wait for Phase 2
 - Motion: Josh
 - Second: Fab
 - Favor: Majority Opposed: None

Discussions Postponed to Next Meeting:

- Farmer's Market sponsorship
- Communications subgroup

Report from Sub-Groups

Consultant: see notes above

Grant: NA

Strategic Planning / Budget: FYI: Survey sent by Mercedes.

Culture & Community: NA

Member/Membership Update: NA

Communication: FYI: Sarah's email re: new subgroup. See Michele and Sarah's "Communications Subgroup" description below:

Communications Subgroup Description (Version 2)

Description: The communications subgroup serves to provide and maintain a structure through which the committee can more effectively interface with other CBC committees, PR entities (ex: Shelburne News) and the public.

Goals:

1. Support committee clerk in managing incoming communications through the committee email
2. Effectively collaborate with other CBC goals, creating capacity for our committee to engage with work relevant to the mission of this committee (this function of the subgroup is planted in asking questions and listening, as well as *flagging* when that work engages with Diversity, Equity and Inclusion within the Shelburne community)
3. Function as a support structure for the larger community in the languaging and dissemination of "official" committee correspondence and thoughts. This committee functions to create written works to bring back to the committee for approval before sending out.

Alignment w/ Strategic Goal: The communication subgroup functions as a structure to support collaboration, conversation and relationship between and within the committee and the greater Shelburne community both within and beyond Town government. This subgroup has the ability to gather information that informs committee decisions, priorities and actions, and share those and committee work with others.

Action Items:

<u>Action</u>	<u>Responsible</u>	<u>Date</u>
Power-Point/Survey: Meet with Town Manager	Patricia/Mercedes/ Faith	?
Review Sarah's email (sent 5/20) re: Communication Subgroup	all	6/5
Complete Survey (send 5/16) by Mercedes/Michele https://www.surveymonkey.com/r/3TZK3TC	all	6/5

Important Dates:

<u>Event Date</u>
Movie - Over the Moon May 27, 2023 1-3
Shelburne Day Table August 19, 2023
Heritage Potluck October 15, 2023

Next Meeting Facilitator: Patricia

Note taker: Michele

Meeting Adjourned at: 7:05pm

Motion to close meeting: Josh

Second: Michele

Favor: majority

Opposed: None