

Diversity, Equity & Inclusion Steering Committee

Meeting Location: Hybrid Meeting; In-Person: Senior Center, 10 Mayflower Street - Walker Room (Second Floor), Virtual: Zoom

Day & Date of Meeting: Thursday, February 29, 2024

Time: 7:00 pm

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TOWN CLERK

3/29/2024, 8:32:29 AM

DUXBURY, MA

Date Minutes Approved: Thursday, March 28, 2024

Committee Members:

- Town Selectman: Fernando Guitart
- Town HR: Jeannie Horne
- Council of Aging: Joanne Moore
- Interfaith Council: Meghan Jordan
- Library Trustee: Martha Dennison
- Planning Board: Jennifer Turcotte
- Duxbury Public Schools: Danielle Klingaman and Caitlan Sheehan
- DPS School Committee: Matthew Gambino
- Duxbury Police Department: Deputy Chief Friend Weiler
- At-Large Town Volunteers: Sandy See, Mark Prince, and Karen Wong

Committee Members Present:

Fernando Guitart
Jeannie Horne
Meghan Jordan
Martha Dennison
Danielle Klingaman
Caitlan Sheehan
Matthew Gambino
Sandy See
Karen Wong

Committee Members Absent:

Jennifer Turcotte
Deputy Chief Weiler
Mark Prince

Agenda:

- Call to Order
- Point of Inflection: FG discusses that RFQ went out and Town received zero bids
 - Context: internal facilitation without professional help is not feasible; attended Duxbury for All meeting to gain more insight and feedback on how to move forward
 - Moving beyond Selectboard Proclamation to action: How do we reflect where we are and how do we move forward?
 - Variety of grassroots movement via various town organizations (Duxbury Free Library, Duxbury for All, Council of Aging / Senior Center, Duxbury Public Schools, DRHS, DBMS, etc)

- Selectboard should elevate this work
- Potential Next Steps: survey community
- SS: Two lines of advancement; 1) behavioral and attitudinal, 2) operational
 - Operational: Jeannie provided variety of resources from Massachusetts Municipal Association (MMA); clear that municipalities in the commonwealth are moving forward on DEI related issues in their municipalities; MMA has methods to move forward, check progress - if Duxbury follows similar tracks, then our municipal gov't is taking action
 - Behavioral: Open dialogue through various town organizations; significant advancement in various non-governmental institutions; clear commitment from a various organizations in town
 - As a result, community is advancing on these two fronts; this is an iterative process
 - Can we ask consultants why there were no commitments to the RFQ? Use that information to decide on committee's next steps
- KW: Would like to commit to a survey and / or focus groups; Lester Lloyd provided overview of DfL strategic process and found the survey to be extremely useful in organization; committee should find a way to get the pulse from all community members and have a professional organization help with this process
- FG: Primary goal of committee is to continue to build spaces for open dialogue among all members of our community; attended meaningful conversation at DfL this week
- MD: Definitely need survey; embrace spaces where folks feel comfortable sharing and speaking about belonging is critical
- CS: Establish and facilitating conversations where all members of our community feel valued and heard is paramount
- DK: Point of the summit was to create a listening space where productive dialogue takes place; there are a variety of groups advancing a sense of belonging, this committee should focus on survey and also perhaps PR various events / create one calendar where all community members can find events that are meaningful to them
- MJ: Interfaith council is an organization that has a uniting force; this organization is looking for ways to help those who need it, and continue to establish a sense of community and belonging
- KW: At the next town meeting, are we able to give a brief overview of what the community has accomplished so far and let folks know what our next steps will be?
- FG: Yes, definitely
- MG: In agreement to amplify different areas in the town that are doing great work as well as centralizing this information to create a shared awareness; we as members of this committee should also try to engage with other groups we have not yet heard from and engage in dialogue with them
- SS: Create spaces for intellectual discussion on various topics relating to DEI, belonging, etc.
- JH: Appreciate comments shared; grassroots conversations and continue on the path we are on, in a way that is joyful, engaging, and open to all viewpoints; consolidated events calendar is excellent idea; survey is vehicle to something else, focus groups perhaps better option

- DK: Revisit proclamation then telegraph all information of what has happened since proclamation; what information are we looking for on a survey? How do we engage various populations within the community to gain more insight on experiences?
- KW: MMA resources; lots of great information there including survey MMA did, how did it go? Is this a model we could use potentially?
- JH: Complete the survey as town rep; MMA used a consultant and the questions being asked drilled down to community representation, lots operational questions; it was overwhelming but helpful in thinking about how to make systemic changes moving forward with funding from MMA
 - 50K available 1/25/2025; grant provided for expenses associated with project management
- FG: To summary, we move forward with survey, calendar, brochure for town meeting; survey to be completed in collaboration with consultant / external organization, use this group for focus groups as well
 - Reach out to consultants who we previously connected with as well as consultant who MMA used to aid with survey and focus groups
 - DfL and CS will work on calendar, brochure / update for Town Meeting
 - Moving forward monthly meetings with this game plane
 - Brochure: amplify community initiatives as it relates to proclamation; safe & welcoming; share at town meeting
 - Selectboard meeting post-Town Meeting, our DEI steering committee can share progress to date
- Next Steps
 - Develop draft brochure, discuss at next meeting
 - Next Meeting 7:30 pm virtual via Zoom, Wednesday 3/6
- Adjournment
 - X moved that at approximately 8:15PM, the DEI Committee adjourned; Seconded by X
 - Roll Call Vote: Mr. Guitart-Aye; Ms. Horne-Aye; Ms. Jordan-Aye; Ms. Dennison-Aye; Dr. Klingaman-Aye; Ms. Sheehan-Aye; Mr. Gambino-Aye; Mr. See-Aye; Ms. Wong-Aye

Minutes submitted by Caitlan Sheehan