

## Diversity, Equity & Inclusion Steering Committee

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

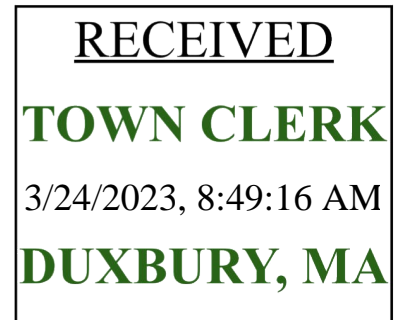
Day & Date of Meeting: Thursday, February 9, 2023

Time: 7:00 pm

***Date Minutes Approved:*** March 22, 2023

### 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: Lt. Friend Weiler
- At-Large Town Volunteers: Sandy See, Mark Prince, and Karen Wong



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### Committee Members Present:

- Fernando Guitart
- Jeannie Horne
- Meg Jordan
- Martha Dennison
- Danielle Klingaman
- Caitlan Sheehan
- Matthew Gambino
- Lt. Friend Weiler
- Sandy See
- Karen Wong

### Committee Members Absent:

- Joanne Moore
- Jennifer Turcotte
- Mark Prince

### Agenda:

- Call to Order
- Review and approval of January Meeting Minutes
  - Mr. Guitart motions to approve minutes, Seconded by Ms. Horne
    - Roll Call Vote: Mr. Guitart-Aye; Ms. Horne-Aye; Ms. Jordan-Aye; Ms. Sheehan-Aye; Mr. Gambino-Aye; Mr. See-Aye; Ms. Wong-Aye

- Discussion of Funding for Summit:
  - Parallel paths: Article for Town Meeting and Metro Area Planning Council Grant
  - As a result of collaboration with Chris Ryan (Town Planner), who submitted grant on committee's behalf to Community Compact Cabinet (associated with MAPC); Rene Read approved grant proposal and town was ultimately approved for \$50,000 grant
  - Grant available to develop comprehensive training program for town officials related to diversity, equity and inclusion practices; grant approved as it falls under Massachusetts best practices
  - MG: Where does CCC come from?
  - JH: Comes from Division of Local Services; Baker/Polito admin approval
  - FG: Thanks to Jeannie and Rene who assisted Chris in the submission
  - KW: Important despite not asking for anything at Town Meeting, should still provide information about group
  - FG: Summit can not be an echo chamber, but create a community that is safe and inclusive for all, and for all points of view
  - MD: Representing Library Trustees; trustees wanted me to share that we ensure we are focusing on the welcoming part; this group is not to replicate other town groups but the primary focus on creating a welcoming community for all
  - JH: Summit is about inclusion; everyone feels sense of belonging; purpose of this committee is to live out the selectboards proclamation; in order to achieve that statement we will utilize grant for survey and summit
  - MD: Paramount for summit to establish dialogue and discourse between all individuals within the community
  - SS: There have been several exercises nationally, locally that have been dramatically misunderstood or misrepresented; be open to reality
  - MG: Consultant needs to be well versed in how to make these conversations happen; is this strategy going to work? This is DEI Steering Committee and DEI Summit, let's ensure we have a consultant that can engineer we get the right voices in the room to do this
  - JH: RFP, consultant, data gathering to understand current reality; data frames what we do at summit; leverage Envision Duxbury and layer that data in with more
  - DK: Using language that calls people in; when we all get down to do the work, we all fundamentally believe in a safe, supportive community
  - JH: Utilizing a survey that gets directly at the feeling of belonging
  - SS: Summit should be a place of meaning-making and collective understanding; that folks walkaway with new learning
  
- Moving Planning Forward:
  - FG: Matt has established a scope of work; refine and finalize our objectives for summit then put together a list of potential summits, then draft questions for selection of candidates; proposal as a way to move forward is for committee to split up into a working group to accomplish these tasks; working group will inform the whole committee regularly
  - FG: Working group will include FG, CS, MD, JH, MP

- Consultant Options:
  - KW: Reached out to 100 people to solicit information with our goals and objectives in mind and has shared the list of potential consultants with JH and FG; this included Visions, INC and the CEO, a member of the Duxbury community, put forth a compassionate interest in being considered; using someone familiar with the community could be impactful because there is less of a learning curve for outside
  - JH: Grant will not just be for summit but inclusive of data collection, survey, training, communication out
  - MG: Do we intend to discuss this at the Town Meeting?
  - FG: Pretty generic response if anyone asks or inquires
  - FW: Use as opportunity to call people in
  - SS: Thank you for a quick, meaningful meeting
  
- Next Steps
  - Future Committee Meetings are second Thursday of every month
  - Working group will convene and refine and finalize summit objectives / scope and sequence leading up to summit, put together a list of potential consultants, and draft questions for selection of candidates
  
- Adjournment
  - Mr. Guitart moved that at approximately 7:36PM, the DEI Committee adjourned; Seconded by Mr. Gambino
  - Roll Call Vote: Mr. Guitart-Aye; Ms. Horne-Aye; Ms. Jordan-Aye; Ms. Dennison-Aye; Dr. Klingaman-Aye; Ms. Sheehan-Aye; Mr. Gambino-Aye; Lt. Weiler-Aye; Mr. See-Aye; Ms. Wong-Aye

*Minutes submitted by Caitlan Sheehan*