

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, January 5, 2023

Time: 7:00 pm

Date Minutes Approved: February 9, 2023

Committee Members:

- Town Selectman: Fernando Guitart
- Town HR: Jeannie Horne
- Council of Aging: Joanne Moore
- Interfaith Council: Rev. Catherine Cullen
- 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

TOWN CLERK
2023 FEB 10 AM 8:07
DUXBURY, MASS.

Committee Members Present:

- Fernando Guitart
- Jeannie Horne
- Joanne Moore
- Martha Dennison
- Danielle Klingaman
- Caitlan Sheehan
- Matthew Gambino

- Karen Wong

Committee Members Absent:

- Jennifer Turcotte
- Rev. Catherine Cullen
- Lt. Friend Weiler
- Sandy See
- Mark Prince

Agenda:

- Call to Order 7:21pm
- Review and approval of July Meeting Minutes
 - Ms. Dennison motions to approve minutes, Seconded by Ms. Wong
 - Roll Call Vote: Mr. Guitart-Aye; Ms. Horne-Aye; Ms. Moore-Aye; Ms. Dennison-Aye; Dr. Klingaman-Aye; Ms. Sheehan-Aye; Mr. Gambino-Aye; Ms. Wong-Aye
- Opening: FG references outpouring of support for Ladd Family and notes the community is thinking and wrapping their arms around them in care
 - Reflected on last meeting; FG speaks about creating a summit that all folks are invited to attend

- Discuss how there are various views on DEI; goal of summit to have a conversation, seeking to understand all viewpoints in order to collaboratively work together to create a safe and welcoming community for all
- Committed to hosting a successful summit and timing of summit will be determined based on our readiness to host
- Data is key to create foundation of this work; this is inclusive of a town-wide survey prior to summit
- Facilitation of summit requires external expertise in order to establish the framework of the summit in addition to drafting, overseeing, and analyzing survey
- Discussion on proposed Article for March 2023 Annual Town Meeting
 - MAPC has aided FG and JH in terms of utilizing their external reach in identifying organizations or facilitators to aid in our ability to host this summit
 - MAPC = Metropolitan Area Planning Council; MAPC ran Envision Duxbury and also involved in DEI work from a community and town lens
 - Feedback from consultant so far said the committee and community members should host, lead, and participate in the summit as this would aid in building up skills for town members and leaders to feel confident and competent; consulting firm then essentially would be used as a train the trainer model
 - KW: Is the money requested in the article to train us?
 - FG: Money will be used for survey, training, design of summit, and on-site coaching during summit
 - JH: Similar to what Duxbury for All has done in their formatting; Town DEI Committee would be facilitators of small groups; money is essentially being used to upscale our skills to host
 - MD: Diversity of thought does not necessarily exist on this committee and perhaps this is inhibitive
 - MG: If this group facilitates this event, it will be great but there is potentially a validity and bias issue. For our first event, it may be more effective to have a facilitator and moderator from the outside.
 - FG: This is great feedback
 - DK: Agree; many people are already involved in the many committees that exist in Duxbury, a separate facilitator perhaps brings in a new group of folks with alternative perspectives who have not yet gotten involved
 - FG: We have identified a few possible facilitators but will need to go out for a bid; looking for a Boston based facilitator. Need three to bid out, procurement process, committee will interview, then decide who might be a good fit and at a fiscally responsible price
 - FG: Article is being developed for Town meeting, also exploring Committee Compact grant
 - MG: Does the article include what we are looking for?
 - FG: Yes; organization that can frame, deliver, and analyze results of survey; frame the summit (how do we get folks in the room? How do we have conversations with diverse perspectives in the room?); breakout sessions for the summit with coaching on site to help us lead those breakout sessions

- JH: MAPC's primary recommendation is that a facilitator from outside of the community could be potentially harmful; while we originally wanted outside consultant to lead, based on MAPC feedback, our direction shifted to use a train the trainer model
 - DK: Outreach to Duxbury to see if there is a member or members of the community who would be interested and willing to help with facilitation; there may be expert folks in this line of work who could commit to helping
 - MG: We need to scope sequence this out; major professionals within Boston area can come and do this; this person should be really practiced
 - KW: We also need tips on how to get folks who are not like-minded to participate
 - MG: How do we deal with echo chambers or perceived echo chambers?
 - KW: Cannot spring this on town, need to PR so we can bring folks on board
 - CS: 1-2 year process; need to be particular about who we choose to bring in
 - MG: Perceived needs: identify survey, supplement that survey with additional town data; summit overview; marketing and PR to attract folks to the summit; long term planning so summit takeaways are sustainable and transferable
 - FG: MG will draft simple scope & sequence, committee will provide feedback on scope & sequence by next week; other committee members will reach out to connects for potential consultants that we could interview and bring into the procurement process
- Next Steps
 - Next Meeting: Thursday, February 9th, 7pm
 - Adjournment
 - Mr. Guitart moved that at approximately 8:15PM, the DEI Committee adjourned; Seconded by Ms. Horne
 - Roll Call Vote: Mr. Guitart-Aye; Ms. Horne-Aye; Ms. Moore-Aye; Ms. Dennison-Aye; Dr. Klingaman-Aye; Ms. Sheehan-Aye; Mr. Gambino-Aye; Ms. Wong-Aye

