

**DEI Commission
Mtg May 17, 2021
Meeting Minutes**

Submitted to Co-Chairs Nuha Muntasser and Nalini Luthra by Co-Clerk Susan Tripi

Item CALL TO ORDER 7:00 PM

Agenda

1. Welcome
2. Reports from Commission Members
3. Citizen Comments for Items Not on the Agenda
4. VOTE Possible Selection of a Chair and Vice-Chair (or two Co-Chairs) and possible Clerk
5. Review of Commission Mission and Goals
6. Future Work Planning – Actions, Deliverables, Timing
7. Possible Future Training and Development Opportunities
8. Upcoming Agenda Items/Next Meeting Planning

Nalini called the meeting to Order, 7:00pm

Roll call of attendees

Bill Schineller, Select Board member and liaison to DEI Commission
Jennifer Roberts, Select Board member and liaison to DEI Commission
Nalini Luthra
Sue Rushfirth
Joanna Steffey
Katina Fontes
Chief Scott Nix
Susan Tripi
Yana Bloomstein
Tanisha Tate
Nuha Muntasser
Vona Hill
Erica Silverman
Henry Hayes, Town Manager
Nancy Kimble
Peju Champion
Stephanie Oliver

- 1) **Review of Open Law and Meeting Criteria** – Jennifer Roberts
- 2) **Welcome** – Jennifer Roberts, Bill Schineller, and Henry Hayes.
 - a) Reminder that the DEI Commission falls under the purview of the Select Board. Select Board team is excited to kickoff this meaningful endeavor and looks forward to the Commission's efforts, findings, and reports.
 - b) Composition: 14 members of the Sudbury community along with Advisory members (Hayes, Nix) and will develop Advisory groups to participate in efforts.

3) **Reports**

- a) No reports at this time.

4) **Citizen Comments**

- a) No comments at this time.

5) **Selection of Co-Chairs and Clerk**

- a) Review of the roles:

- i) *Chair* – Steers the meeting, calls mtg to order, move through agenda, set the agenda with input from the group; Interface with the public if public inquiries/from the press.
ii) *Clerk* – Records the minutes for review and approval.

- b) Nuha Muntasser proposed approving Co-Chairs; Commission members in agreement.

- c) *Co-Chairs*.

- i) Nalini Luthra nominated for role of Co-Chair (and shared background).
ii) Nuha Muntasser nominated for the role of Co-Chair (and shared background).
iii) Katina Fontes made a Motion to accept nominations; Seconded by Sue Rushfirth; Votes to approve:

- (1) Nalini Luthra = Yes
(2) Sue Rushfirth = Yes
(3) Joanna Steffey = Yes
(4) Katina Fontes = yes
(5) Susan Tripi = Yes
(6) Yana Bloomstein = Yes
(7) Tanisha Tate = yes
(8) Nuha Muntasser = Yes
(9) Vona Hill = Yes
(10) Erica Silverman = Yes
(11) Nancy Kimble = Yes
(12) Peju Champion = Yes
(13) Stephanie Oliver = Yes

- d) Clerk

- i) Sue Abrams expressed interest in the role of Clerk. Sue will need to be present for an official vote.

- ii) Susan Tripi nominated for the role of Co-Clerk.

- iii) Yana Bloomstein made a Motion to accept Susan Tripi as Co-Clerk for DEI Commission.

Second made by Nahlini Luthra. Votes to approve.

- (1) Nalini Luthra = Yes
(2) Sue Rushfirth = Yes
(3) Joanna Steffey = Yes
(4) Katina Fontes = yes
(5) Susan Tripi = Yes
(6) Yana Bloomstein = Yes
(7) Tanisha Tate = yes
(8) Nuha Muntasser = Yes
(9) Vona Hill = Yes
(10) Erica Silverman = Yes
(11) Nancy Kimble = Yes
(12) Peju Champion = Yes

(13) Stephanie Oliver = Yes

6) **Review Mission, Goals, Deliverables.**

a) Mission

- i) Delineate dates to provide “Quarterly” updates to Select Board. (DEI Commission term is May 2021 – May 2022: Quarterly reports: July 2021, October 2021, January 2022, April 2022)
- ii) Partner with Advisory Committees to expand reach into community.
- iii) Diversity is a broad ranging term: gender, race, LGBTQ+, religious affiliation, socio-economic status, able-body, etc.,) the goal is ensure that all residents feel welcome and included in Sudbury.

b) Goals

i) Goal #1

- (1) What is the scope of activities the Commission can employ to gather information, experiences, and feedback?
 - (a) Henry Hayes → The Commission can form subcommittees to divide up the work of achieving the stated goals of the Commission. Open meeting laws still apply and will need to take minutes, etc.
 - (b) Gathering Firsthand Experiences desire is to create a safe environment for residents to share which may include measures to protect identity and offer a path of confidentiality.
 - (c) Jennifer Roberts and Bill Schineller → Affirmed that the intention is not that the collection of stories and feedback come solely through public avenues during DEI Commission meetings. There is flexibility to employ a range of strategies that are sensitive and relevant, such as surveys, open meetings, DEI Commission meetings, town departments, town Boards, town committees, Op Ed in Sudbury Town Crier small gatherings, etc..
- (2) After short discussion, Susan Rushfirth made Motion to add time to Get-to-Know one another to the next Agenda. Seconded by Nuha Muntasser and vote approved by Commission members.
 - (a) Nalini Luthra = Yes
 - (b) Sue Rushfirth = Yes
 - (c) Joanna Steffey = Yes
 - (d) Katina Fontes = yes
 - (e) Susan Tripi = Yes
 - (f) Yana Bloomstein = Yes
 - (g) Tanisha Tate = yes
 - (h) Nuha Muntasser = Yes
 - (i) Vona Hill = Yes
 - (j) Erica Silverman = Yes
 - (k) Nancy Kimble = Yes
 - (l) Peju Champion = Yes
 - (m) Stephanie Oliver = Yes

- (3) General question and discussion related to Open Meeting Law criteria for DEI members gathering in public (i.e., set a booth, or attend a vigil, or solidarity efforts.)

ii) Goal #2

- (1) Action items in the next DEI Commission meeting will help to inform goal-setting.

- 7) **Agenda Item: Future Work Planning – Actions, Deliverables and Timing.**
 - a) Proposed Commission meets bi-weekly to maintain momentum.
 - b) Conversation to set priorities and timelines.
 - i) Gather information to identify the concerns.
 - ii) Perhaps training to develop shared language and shared information so that we have common understanding.
 - iii) Collecting information in phased stages, gather baseline to then refine communication, conversations, and data collection to dig into findings revealed through initial feedback.
 - iv) Identify collaborations and partnership with town agencies.
 - c) Chief Nix → spoke about developing trust so that people will come forward; encouraged DEI members to consider different locations for holding conversations; in addition to Anonymous surveys.

- 8) **Agenda Item: Possible Future Training and Development** is saved for discussion at the next meeting.

- 9) **Agenda Item: Agenda Items/Next Meeting Planning**
 - a) A calendar will be sent via email to determine a meeting date.

Meeting Adjourned at 9:18pm