



Meeting Notice

Sudbury Diversity, Equity and Inclusion Commission

Sudbury DEI Commission Meeting

Thursday, November 17, 2022

7:30 PM Open Session

Please click the link below to join the virtual Sudbury DEI Commission Meeting:

<https://us02web.zoom.us/j/83513599960>

For audio only, call the number below and enter the meeting ID on your telephone keypad.

Dial -in: 978-639-3366 or 470-250-9358

Meeting ID: 835 1359 9960

Meeting Agenda

1. 7:30 PM: Welcome and open meeting by roll call vote.
2. 7:35 PM: Land Acknowledgment and moment of reflection.
3. 7:40 PM: Public comments.
4. 7:55 PM: Applicant interviews and discussion.
5. 9:25 PM: Review and approve minutes of 10/13/22, 11/10/22, and 11/16/22 meetings.
6. 9:30 PM: Adjourn meeting by roll call vote.

"This listing of matters is those reasonably anticipated by the Co-Chairs which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

The next Sudbury Diversity, Equity and Inclusion Commission meeting will be on December 8, 2022.

Application Form

Profile

Isabelle _____ L _____
First Name Middle Initial Last Name

_____ Work Email Address

_____ Home Address _____ State or Zip

Sudbury _____ MA _____ 01776
City State Postal Code

Mobile: _____ Primary Phone Alternative Phone

Which Boards would you like to apply for?

Diversity, Equity & Inclusion Commission: Submitted

Question applies to multiple boards

TERM EXPIRATION STATUS: Do you wish to be REAPPOINTED

Yes No

Question applies to Diversity Equity & Inclusion Commission

If you are RE-APPLYING for the Diversity, Equity and Inclusion Commission, what is your TERM DURATION preference?

None Selected

Sudbury Residency

Years Lived in Sudbury

9

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on this board or commission?

I am an African American and have experienced and witnessed many acts of racism, oppression, exclusion, and more throughout my whole life. This is a topic I am very familiar with, and I am very interested in creating a safe community for all in which people can feel at ease with themselves.

Please describe your experience pertinent to this board/committee.

I am a member of the Chinese American Association in Sudbury, and I have volunteered with them since I was young.

Do you have previous municipal experience? If so, in what capacity have you served?

No

What is your educational background?

Currently in 11th grade

Employer

Job Title

Upload a Resume

Availability

When are you available to attend board/committee meetings? (Please select all that apply) *

Weekends

Town Interest

Do you or any member of your family have any business dealings with the Town? If yes, please explain.

No

Signature Confirmation

Check below to indicate that you have read, understand and agree to the following statement:

I agree that if appointed, I will work toward furtherance of the committee's mission statement; and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I Agree

Fill in your name below to confirm: I hereby submit my application for consideration for appointment to the Board(s) or Commission(s) indicated above.

Isabelle L

Isabelle Li

Application Form

Profile

He en _____ Huang _____
First Name Middle Initial Last Name

Home Address

Home Address

State or Zip

Sudbury _____ MA _____ 01776 _____
City State Postal Code

Home: _____
Primary Phone Alternative Phone

Which Boards would you like to apply for?

Diversity, Equity & Inclusion Commission: Submitted

Question applies to multiple boards

TERM EXPIRATION STATUS: Do you wish to be REAPPOINTED

Yes No

Question applies to Diversity Equity & Inclusion Commission

If you are RE-APPLYING for the Diversity, Equity and Inclusion Commission, what is your TERM DURATION preference?

None Selected

Sudbury Residency

Years Lived in Sudbury

25

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on this board or commission?

I would like to contribute to the EDI as a member of minority group in Sudbury

Please describe your experience pertinent to this board/committee.

I served as board member for Chinese-American Association of Sudbury in the past and recently was elected as a board member.

Do you have previous municipal experience? If so, in what capacity have you served?

No

What is your educational background?

MS

MCPHS University

Employer

Adjunct Faculty

Job Title

Upload a Resume

Availability

When are you available to attend board/committee meetings? (Please select all that apply) *

Weekday Evenings

Town Interest

Do you or any member of your family have any business dealings with the Town? If yes, please explain.

No

Signature Confirmation

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I Agree

Fill in your name below to confirm: I hereby submit my application for consideration for appointment to the Board(s) or Commission(s) indicated above.

Helen Huang

Helen Huang

Application Form

Profile

Mar a _____ Huang _____
First Name Middle Initial Last Name

Home Address

Home Address

City or Ap

Sudbury _____ MA _____ 01776 _____
City State Postal Code

Home: _____
Primary Phone Alternative Phone

Which Boards would you like to apply for?

Diversity, Equity & Inclusion Commission: Submitted

Question applies to multiple boards

TERM EXPIRATION STATUS: Do you wish to be REAPPOINTED

Yes No

Question applies to Diversity Equity & Inclusion Commission

If you are RE-APPLYING for the Diversity, Equity and Inclusion Commission, what is your TERM DURATION preference?

None Selected

Sudbury Residency

Years Lived in Sudbury

14

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on this board or commission?

I have grown up in the Sudbury community, and now as a high school student, wish to help Sudbury be more inclusive and aware of the struggles of minority groups.

Please describe your experience pertinent to this board/committee.

I am part of the Chinese American Assoc at on of Sudbury, and a student at LSRHS.

Do you have previous municipal experience? If so, in what capacity have you served?

No.

What is your educational background?

Employer

Job Title

Upload a Resume

Availability

When are you available to attend board/committee meetings? (Please select all that apply) *

Weekday Even ngs

Town Interest

Do you or any member of your family have any business dealings with the Town? If yes, please explain.

No.

Signature Confirmation

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I Agree

Fill in your name below to confirm: I hereby submit my application for consideration for appointment to the Board(s) or Commission(s) indicated above.

Mar a Huang

Maria Huang

Application Form

Profile

Andrea _____ C _____ Meggison _____
First Name Middle Initial Last Name

Email Address

Home Address

State or Zip

Sudbury _____ MA _____ 01776 _____
City State Postal Code

Home _____
Primary Phone Alternative Phone

Which Boards would you like to apply for?

Diversity, Equity & Inclusion Commission: Submitted

Question applies to multiple boards

TERM EXPIRATION STATUS: Do you wish to be REAPPOINTED

Yes No

Question applies to Diversity Equity & Inclusion Commission

If you are RE-APPLYING for the Diversity, Equity and Inclusion Commission, what is your TERM DURATION preference?

None Selected

Sudbury Residency

Years Lived in Sudbury

1

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on this board or commission?

I believe in the mission and would love to be a part of something positive in our community.

Please describe your experience pertinent to this board/committee.

I have never served on a comm ss on so I don't rea y know what to expect. As a H span c woman, I can share my exper ence as a m nor ty and earn from others as we .

Do you have previous municipal experience? If so, in what capacity have you served?

I have no prev ous mun c pa exper ence.

What is your educational background?

I have Master's Degree n Industr a and Organ zat ona Psycho ogy. DEI genera y fa s under th s umbre a.

Not emp oyed at th s t me

mployer

Job ile

[Andrea C Megg son Resume 2022 V1.pdf](#)

Upload a Resume

Availability

When are you available to attend board/committee meetings? (Please select all that apply) *

- Weekday Morn ngs
- Weekday Even ngs
- Weekends

Town Interest

Do you or any member of your family have any business dealings with the Town? If yes, please explain.

No.

Signature Confirmation

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I Agree

Fill in your name below to confirm: I hereby submit my application for consideration for appointment to the Board(s) or Commission(s) indicated above.

Andrea C Megg son

Andrea C. Meggison

Sudbury, MA | www.linkedin.com/in/ameggison [REDACTED]

OVERVIEW

Former Banking and lending professional with years of leadership experience. Key skills include coaching and development, process improvement, strategic planning, talent management, as well as collaborating on multi-dimensional and cross-channel business strategies and initiatives. Specialties include the use of industrial and organizational psychology techniques with an emphasis on data-driven decision making.

PROFESSIONAL EXPERIENCE

Ingram Marine Group

Organizational Development Intern

Nashville, TN

May-Aug 2018

- Customized and executed a communication plan for 13 action teams to gain accountability and set expectations on deliverables which increased reach by 40%.
- Created a master scorecard to track progress of 100+ actions items being implemented across the organization.
- Built a dashboard in Excel with integrated quantitative and qualitative data which allowed leadership teams to identify progress for 9 pillar initiatives on a micro- and macro-level.
- Evaluated and synthesized manager effectiveness survey data to identify development opportunities.
- Developed and conducted survey for existing mentorship program, then analyzed data and presented findings to Chief People Officer.

Asurion

Learning and Development Intern

Nashville, TN

May-Aug 2017

- Provided support and project management for Leadership Challenge initiative with the goal of implementing a culture shift.
- Cultivated organizational effectiveness team's change management goals by collaborating with colleagues in the Philippines on reinforcement activities, discussion of best practices and lessons learned.

Franklin American Mortgage

National Retail Operations Manager, Head of Operations, Vice President

Franklin, TN

2012 to 2013

- Oversaw operations of 3 large production centers, 15+ regional offices and multiple virtual teams.
- Developed and implemented business plans, operational procedures, and strategic plans to improve productivity in support of the long-term vision of the Retail Division's goals.
- Established and implemented plan to increase diversity and inclusion, reduce turnover, and increase employee tenure by 30%.
- Managed and provided coaching and development to 7 experienced mid-level managers emphasizing team building, strategic thinking, and performance management.

Retail Project Manager, Assistant Vice President

2010 to 2012

- Planned and executed various initiatives for loan origination, underwriting, secondary markets, operations, compliance, and quality control.
- Authored, reviewed, and communicated 100% of retail policy and procedure documentation.
- Partnered closely with the technology group to design and implement technical solutions.

CitiMortgage

Operations Manager, Assistant Vice President

Ann Arbor, MI

2001-2010

- Coached and supervised 30+ underwriters, customer service representatives and credit analysts.
- Formulated strategies to improve efficiency on call quality, underwriting and compliance defects.
- Directed workflow production to ensure satisfactory turn-times and high customer satisfaction.
- Led cross-functional teams designed to correct and prevent issues with the life of loan.

PROJECT EXPERIENCE

Middle Tennessee State University

Graduate Consultant

Murfreesboro, TN

2016-2018

- Worked on a team of graduate students to evaluate Nissan North America's Leadership Training programs by providing a gap analysis, benchmarking, and recommendations.
- In conjunction with a team of graduate students and the Tennessee Department of Human Resources, evaluated 360-degree survey responses for the LEAD TN program by participating in project management, data analysis, recommendations, report writing, and presentations.

Research Assistant for NASA Flight Operations Center – Unified Simulation Lab

2014-2017

- Catalogued and analyzed 5 years of quantitative and qualitative data to determine both team and individual improvement between high-fidelity flight simulations.
- Supported After Action Reviews following simulations which identified strengths and weakness of aviation students.
- Conducted statistical analyses including Factor Analysis and ANOVA using AMOS and SPSS for large sets of data.
- Imported sizeable quantities of survey measures into Qualtrics.

Research Assistant for Graduate Students

- Administered lengthy and arduous computerized performance measures of working memory and executive function.
- Facilitated subject study participation while complying with rigorous scientific standards and performing detailed data collection.

EDUCATION

Middle Tennessee State University

M.A in Industrial & Organizational Psychology
B.S Pre-Graduate Psychology, summa cum laude

Murfreesboro, TN

December 2020
May 2016

Honors & Awards:

Outstanding Scholastic Achievement and Excellence from PSI CHI International Honor Society in Psychology
Superior Academic Performance Award from the College of Behavioral and Health Sciences
Recipient of the Undergraduate Research Experience Creativity Activity Grant

SKILLS & INTERESTS

Skills: Microsoft Office | SharePoint | SPSS | Qualtrics | Jira | Conversational Spanish

Interests: Organizational Development, Process Improvement, Music, Cello, Reading, Strategy Board Games

COMMUNITY & PROFESSIONAL AFFILIATIONS

Boston Cares

Since 2022

Society for Industrial and Organizational Psychology

Since 2017

Society for Human Resource Management

Since 2016

American Psychological Association

Since 2014

**TOWN OF SUDBURY
APPLICATION FOR APPOINTMENT**

SELECT BOARD
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

FAX: (978) 443-0756
E-MAIL: selectboard@sudbury.ma.us

Board or Committee Name: Diversity, Equity and Inclusion

Name: Amy Arrigo

Address: [REDACTED]

Email Address: [REDACTED]

Home phone: N/A

Work or Cell phone: [REDACTED]

Years lived in Sudbury: 7.5 years

Brief resume of background and pertinent experience:

I am a Director of Talent Management for a mid-size insurance company where I lead talent and leadership strategic initiatives that are focused on driving change, I also am highly integrated into our inclusion, diversity and equity programs and our strategy to advance IDE in our company. Prior to this experience I spent 10 years in talent and organization consulting working with clients on major change initiatives, driving change and communication campaigns related to technology, organization models, process, etc.

Municipal experience (if applicable):

I have served on the Sudbury Education Resource Fund (SERF) Board for the past 2 years.

Educational background:

BS, Communication & Business - Cornell University

MS, Organization Dynamics - University of Pennsylvania

Reason for your interest in serving:

I have a passion for IDE and being a part of ideation and solutioning to advance progress in this area. I have leaned in personally, to better educate myself, but also in my professional work (as noted above) I have been leading initiatives to drive change in my own organization. I have two elementary school aged children in Sudbury, whom I am very conscious about bringing age appropriate discussions about IDE up with them. I want to continue to engage in this space and being part of this committee would be a great opportunity to extend further.

Times when you would be available (days, evenings, weekends):

Evenings would be best. I can be available on weekends, when planned ahead. Some day times would be possible but I'd need to schedule around my work schedule.

Do you or any member of your family have any business dealings with the Town? If yes, please explain:

No

AA (Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement; and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature

Amy Arrigo

Date

01-23-2022

Application Form

Profile

Duo _____ Lu _____
First Name Middle Initial Last Name

Home Address

Home Address

City or Ap

Sudbury _____ MA _____ 01776 _____
City State Postal Code

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Diversity, Equity & Inclusion Commission: Submitted

Question applies to multiple boards

TERM EXPIRATION STATUS: Do you wish to be REAPPOINTED

Yes No

Question applies to Diversity Equity & Inclusion Commission

If you are RE-APPLYING for the Diversity, Equity and Inclusion Commission, what is your TERM DURATION preference?

3 Years

Sudbury Residency

Years Lived in Sudbury

2

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on this board or commission?

Personally I am one of the minority and work hard for myself. I would like to create far opportunities and environment in the community.

Please describe your experience pertinent to this board/committee.

I am a BU law graduate and work as an administrative attorney for a law firm in Boston. I have enough legal background and knowledge to serve on the board.

Do you have previous municipal experience? If so, in what capacity have you served?

No

What is your educational background?

Bu Law graduate in 2017

Bumsack & Canzano

Employer

Attorney

Job Title

Upload a Resume

Availability

When are you available to attend board/committee meetings? (Please select all that apply) *

- Weekday Mornings
- Weekday Evenings
- Weekends

Town Interest

Do you or any member of your family have any business dealings with the Town? If yes, please explain.

No

Signature Confirmation

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- I Agree

Fill in your name below to confirm: I hereby submit my application for consideration for appointment to the Board(s) or Commission(s) indicated above.

Duo L u

Application Form

Profile

Kimberly

First Name

Napoli

Last Name

Middle Initial

[REDACTED]
Email Address

[REDACTED]
Home Address

[REDACTED]
State or Zip

Sudbury

City

MA

State

01776

Postal Code

[REDACTED]
Primary Phone

[REDACTED]
Alternate Phone

Which Boards would you like to apply for?

Diversity, Equity & Inclusion Commission: Submitted

Question applies to multiple boards

TERM EXPIRATION STATUS: Do you wish to be REAPPOINTED

Yes No

Question applies to Diversity, Equity & Inclusion Commission

If you are RE-APPLYING for the Diversity, Equity and Inclusion Commission, what is your TERM DURATION preference?

None Selected

Sudbury Residency

Years Lived in Sudbury

3.5 years

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on this board or commission?

I am a Black mother of four kids (ages 2, 5, 11, and 12), three of which are in Sudbury Public Schools. We moved here in Apr 2019 from Boston's Roxbury neighborhood, which is the highest concentration of Black people in the state of Massachusetts. I was nervous to move to Sudbury as I knew that it would be significantly less diverse than that, and more like the town of Andover, MA (where I grew up). Having grown up in a town with little diversity, I am well aware of what impact that can have on a child and a family who is, or is not, in the minority - whatever the demographic. I have enjoyed my experience in Sudbury, thus far and was very happy to find the Sudbury Diversity and Equity Commission, and to connect with other diverse families. That there is a Commission with this town dedicated to the thoughtful consideration of diversity, equity, and inclusion (DEI) and to ensuring that DEI in Sudbury is approached and executed with meaningful intentionality is something I would love to be a part of.

Please describe your experience pertinent to this board/committee.

I am a Massachusetts licensed attorney with a background practicing labor and employment law. In that capacity I have become familiar with the issues stemming from lack of awareness around DEI through my representation of clients in cases of discrimination, harassment, retaliation and more. I have served as Director of Diversity, Equity, and Inclusion for New England Treatment Access, LLC and Vcente Sederberg LLP. Since 2017 I have served as Governor Charles Baker's appointed expert in minority business development on the Massachusetts Cannabis Advisory Board (CAB). On the CAB I have twice served as Chair of the Market Participation Subcommittee, where our job is to ensure diversity, equity, and inclusion in the MA cannabis industry from minorities, women, veterans, differently abled, and generous, and LGBTQ+ persons. I have won 2 national champion awards (one for corporate social responsibility and a second for diversity and inclusion) since 2021.

Do you have previous municipal experience? If so, in what capacity have you served?

I was appointed to the Roxbury Strategic Master Plan Oversight Committee by Mayor Marty Walsh. I have been appointed 3 times to the MA Cannabis Advisory Board as Governor Baker's Expert in Minority Business Development. I served on Sudbury Superintendent Brad Cozler's Reopening Task Force.

What is your educational background?

I have a high school diploma (1999) from Presentation of Mary Academy (Methuen, MA). I have a Bachelor of Science in Sociology (2005) from Suffolk University College of Arts and Sciences (Boston, MA). I have a Juris Doctor (2015) from Suffolk University Law School (Boston, MA)

Self-Employed

Employer

Consultant

Job Title

Upload a Resume

Availability

When are you available to attend board/committee meetings? (Please select all that apply) *

- Weekday Mornings
- Weekends

Town Interest

Do you or any member of your family have any business dealings with the Town? If yes, please explain.

No, we do not.

Signature Confirmation

Check below to indicate that you have read, understand and agree to the following statement:

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I Agree

Fill in your name below to confirm: I hereby submit my application for consideration for appointment to the Board(s) or Commission(s) indicated above.

Kimberly Napoli

TOWN OF SUDBURY
APPLICATION FOR APPOINTMENT

SELECT BOARD
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

FAX: (978) 443-0756
E-MAIL: selectboard@sudbury.ma.us

Board or Committee Name: Diversity, Equity and Inclusion Commission

Name: Stephanie Hunt

Address: [REDACTED]

Email Address: [REDACTED]

Home phone: [REDACTED]

Work or Cell phone: _____

Years lived in Sudbury: Moved here Oct 2021

Brief resume of background and pertinent experience:

While working at Harvard School of Public Health, I served on the Dean's Advisory Committee on Diversity and Inclusion where I received several trainings, provided data to better understand the collective community needs, and worked to generate a metrics for success in improving outcomes for marginalized populations within the faculty, staff and students.

Municipal experience (if applicable):

I do not have experience serving on a Municipal committee.

Educational background:

Master of Education in Administration, Policy and Training from Boston University

Reason for your interest in serving:

I have long had an interest in diversity and inclusion as a member of the LGBT Community.

Times when you would be available (days, evenings, weekends):

Weekdays (midday or evenings) are generally best but can be flexible.

Do you or any member of your family have any business dealings with the Town? If yes, please explain:

No

SAH (Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement; and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature _____

Date 01/20/2022