

DIVERSITY, EQUITY & INCLUSION COMMISSION MINUTES
7:00pm THURSDAY 11 FEBRUARY 2021

* VIRTUAL MEETING *

To Participate Remotely:

From a computer please click <https://zoom.us/j/94559746653> to join the public meeting webinar: or from a telephone please dial (646) 876-9923 and enter webinar ID: 945-5974-6653. To request to speak after joining the meeting, computer and app users may use the “raise hand” feature, and telephone users may press *9.

X	David Martin, Chair	X	Leela Ramachandran
X	Diane Randolph Jones, Vice Chair		Odeviz Soto
X	Nathan Cookson, Clerk		Dawn Wang
X	Sandra Hinds		Charmaine Williams
	Nassra Mgeni		Simon Li (Associate)
X	Makena Muindi	X	Julie Pierce Onos (Associate)
X	Sunanda Pepalla		

Called to order at 19:03

I. Regular Business

1. Notes from the chair

- Two special guests this meeting – one student at AB to be nominated as associate member; town manager
- Southwest area planning (SWAP) meeting – David attended last week
- Black history month – Acton Historical Society is looking for participants for project – David has contact info

2. Experiences from the Public

- Mike Rothbaum would love to see a town staff person focused on DEIC

II. Special Business

1. Discussion with the Town Manager

- Town workshop open to volunteers on boards and committees, 2/25 and 3/2; they did a survey that was for staff only – workshop is annual
- Annual town budget to be presented 3/1 – proposed budget to include funding for DEIC recommendations
- Acton is hiring town positions e.g. firefighter, paramedic, senior librarian; committed to hiring from diverse backgrounds

2. Review mock-up of questionnaire content to assess experiences of under-represented

racial, ethnic, and religious groups in Acton.

Diane edited survey and town manager updated.

Goal is to finalize to send to town manager to update; roll out soon

3. Discuss Commission chair
 - Most committees elect own chair. If we want to do that it would be a 3-step process: we decide to change, select board approves it, then we select chair
 - Email David before next meeting if interested in pursuing this
4. Discuss the implementation of an incident reporting system.
 - Tabled – top of agenda for next time

III. Closing Items

1. Approve minutes from previous meetings.
 - Amend Diane Randolph to Diane Randolph Jones
 - Change school board school committee
 - Motion to approve as amended
 - By Leela, second by Sandra
 - Unanimously approved
2. Confirm future meetings and calendar events.
 - • THU 25 FEB meeting
 - • THU 11 MAR meeting
 - • THU 25 MAR meeting
3. Adjourn
 - Motion to adjourn by Leela, second by Nate
 - Unanimously approved
 - Adjourned at 20:58