

Sudbury Diversity, Equity and Inclusion Commission
Sudbury DEI Commission Subcommittee on Structure Meeting
Friday, December 10, 2021
4:30PM via Zoom

Agenda

1. Role call attendance
2. Approval of minutes of meeting Tuesday, November 3, 2021
3. Discussion of working structure of the DEI Commission
 - a) Solicitation of feedback from town departments, boards, and committees
 - b) Collaboration with groups in town focusing on related issues
 - c) Facilitation of discussions and educational forums for town residents and employees about issues of diversity, equity, and inclusion
4. Identification of committees, working groups

Present: Sue Rushfirth, Sue Abrams, Paula Hudson, Nalini Luthra (arrived after meeting was called to order)

1. The meeting was called to order at 4:32PM

Sue Abrams Aye Paula Hudson Aye
Sue Rushfirth Aye

2. Minutes of November 30, 2021

Motion to accept the minutes was made by Sue Rushfirth and seconded by Paula Hudson

Sue Abrams Aye
Paula Hudson Aye
Sue Rushfirth Aye

3. Goals

Solicitation of feedback from town departments, boards, and committees

Discussion

1. What feedback was intended and from which town boards?
 - a. Are we soliciting feedback on our own work or something else?
 - b. Is feedback based on our quarterly report?
2. Should our quarterly reports go to all boards and committees so they have information that they can then respond to? It was noted that this would give the Commission more visibility, which is important.

Decision:

1. We will recommend to the Commission that work on this goal be done by a subcommittee.
2. The quarterly report includes the outreach work done to date and should be distributed to all boards and committees.
3. Within the next 6 months we should launch an audit of town boards and committees and town departments to get demographic information.

Collaboration with groups in town focusing on related issues

Decision:

The Outreach Committee should become a subcommittee to focus on this goal.

Facilitation of discussions and educational forums for town residents and employees about issues of diversity, equity, and inclusion

Discussion

1. There are several groups in town that are involved in this work.
2. Suggestions for ways to move this goal forward included:
 - FaceBook live event
 - “Fireside chat” discussion with an expert
 - Events that recognize individual groups (Black History Month, PRIDE month etc.)
 - This goal includes the previous goal; working with other groups would include these kinds of activities.

4. Identification of committees, working groups

Decision:

- We will recommend that every Commission member be expected to be on one subcommittee or have an individual task.
- Prior to the January Commission meeting we will generate a list of possible action items. Commission members will be asked to rank the items at the January meeting and 3 will be selected for action. Criteria for ranking would include;
 - Feasibility of completion by March
 - Personal commitment to the particular action

5. Other items

- a. Paula reported on the cost of a subscription to Linked In Learning:

Annual fee is \$26.99/month X 12 months

Monthly fee is \$39.99

Both rates include a free first month

She has a membership and might be able to share a video at a meeting but we would not be able to do the self-directed learning originally discussed. She will investigate whether there is a discount for municipalities.

