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By Town Clerk's Office at 10:15 am, Sep 21, 2022

TOWN OF BURLINGTON

Meeting Minutes

Email minutes to meetings@burlington.org or Bring to the Clerk's Office. Thank you

Minutes need to be posted within 30 days or 2 meetings of the board – Draft minutes can be posted and revised at a later date

DEPT./BOARD: Town Wide DEI Committee

DATE: 7/27/2022

TIME: 6pm

PLACE: WebEx

MEMBERS IN ATTENDANCE:

Nancy Bonassera, Barbara Addison Reid, Carl Foss, Syed Ghani, Nick Priest

- Call to order: 6:05pm
 - Intros and Greetings
- Approval: 13 July 2022 Minutes
 - Pushed to next meeting
- Update: Select Board + DEI Committee Leaders Program – Meeting date
 - Nick met with Mike Espejo
 - Wanted to include certain information, but other stuff not needed/inappropriate
 - Discussion of consolidating three meeting structure down to one meeting
 - Remove part of 2nd meeting due to issues surrounding union contract discussions
 - Keep parts from other two agendas and create a slightly longer single agenda
 - SB will also participate in a separate training session for municipal leaders
 - Nick will send draft agendas for both sessions
 - SB wants actionable items from this committee - things they can vote on
 - Some items should be in the quarterly reports, not the focus of one of these meetings
 - We will discuss the draft agenda at the next DEIC meeting on 8/10
- Any insight into the letters we received to reappoint us for another year?
 - Not sure why - Nick will look into it.
- Update: DE&I Committee + Key Burlington Executives Meeting dates
 - Already met: Assessor, Recreation Dept., School Committee,





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- Clerk: out of town til 8/1
- Planning Board - waiting to get back to us
- Library Trustees - Rob Neufeld was out of town until 7/22 - Carl will reach out tonight
- Board of Health - Michael Green in attendance!
 - BoH is working on some aspects of this - particularly with volunteer force
 - Gathering data right now - will be in touch with results
- Update 2nd Quarterly Report to Select Board Monday 15 August 2022
 - On the SB agenda for 8/15
 - Make sure we post a “meeting” due to us having quorum at SB
- Discussion: DE&I Committee Performance Evaluation
 - Review of evaluation exercise
 - Individuals rank all 12 - Organizations identify the top several values
 - SB needs to discuss definitions
 - Do we think SB will be receptive to some of these exercises
 - Performance evaluation, yes - SB does them often
 - Committee self evaluation is new to SB - More familiar with year-end/summative reports
 - We can use some of the core-value/philosophy exercises to open the SB/DEIC working session
 - Then we can use that example to use with some of the smaller boards
 - When should we send feedback?
 - Send it anytime to BJ via email
- Open meeting: Comments
 - none at this time
- Next DEIC: Meeting scheduled Wednesday 10 August 2022 at 6:00 p.m.
 - Future meetings: 8/24, 9/7, 9/21
- Approval: Adjourn @ 7:18
 - Approve 5-0

