

**CITY OF BARRE**  
**PUBLIC BODY APPROVED MEETING MINUTES**

**Committee/board:** Diversity and Equity Committee

**Date of meeting:** Monday, September 21, 2020, 6:15PM

**Location of meeting:** Zoom Videoconference with Call-in Option

**Board/committee members in attendance:**

- Ellen Kaye
- Danielle Owczarski
- William Toborg
- Joelen Mulvaney
- Marichel Vaught
- Christopher Roberts

**Board/committee members absent:**

- Jennifer Hutchinson

**Others in attendance:**

- Steve Mackenzie (City Manager)
- Ericka Reil (City Council)
- Jake Hemmerick (City Council)
- Lucas Herring (Mayor)

**Topic(s) Discussed**

1. Call to order at 6:17PM.
2. Adjustments to the Agenda.
  - a. No adjustments suggested
3. Approval of Minutes from Previous Meeting
  - a. Marichel recommended one change. Change in minutes recorded.
4. Old Business:
  - a. Presentation by councilors Hemmerick and Reil to clarify priorities of Council
    - i. Councilor Reil
      1. Background on ADA Committee
        - a. Provided history of Americans with Disabilities Act signed in 1990
          - i. Made up of 5 Titles
          - ii. One title proclaims that every city has to have a transition plan for people with disabilities
          - iii. Committee is in charge of making sure the city has a transition plan and assess compliance at every city building
            1. Committee is only accountable to the town
            2. The can make suggestions to private institutions
          - iv. Barre City has a compliance officer and all complaints are taken by the officer and delivered to the ADA committee
            1. A low number of complaints has been received
          - v. They use the ADA technical assistance guidelines – Erika can provide a copy of the manual
        2. The committee asked Erika questions about the ADA Committee issues
        3. Marichel asked about a link to survey results – we should post the link on the meeting minutes
          - a. Link to ADA survey:  
[https://docs.google.com/forms/d/e/1FAIpQLSdQUIs0d9F3D2X71HqsH411kYSK\\_P8MxxChyX7Q41gSmIFeow/viewform](https://docs.google.com/forms/d/e/1FAIpQLSdQUIs0d9F3D2X71HqsH411kYSK_P8MxxChyX7Q41gSmIFeow/viewform)

- b. Link to ADA survey results: <https://docs.google.com/forms/d/1Fe-coefRLCrt0GFNG3kdLIv6wimgtuS51bIX4uZLD4/edit#responses>
  - 4. Steve - City tries to be pro-active and also responsive to complaints and Ericka agrees the city has done a great job
  - 5. The ADA Committee has looked at the website and Facebook Page to make them more accessible and it is a work in progress
  - 6. Interpretive service is something the ADA Committee has been looking at for the Safety Forum – there is large number of deaf people in Barre City
  - 7. Request to Ericka to help the D&E Committee make sure meetings are accessible
- ii. Councilor Hemmerick
  - 1. Jake provided information on where we could look at equity and provided information on the Flag Policy
    - a. Winooski has a good team to help promote and welcome diversity, both the city and the school raised the Black Lives Matter flags
    - b. Barre is seeing population loss, vacant property, etc, and the signals that we send in terms of being welcoming to diversity are important
    - c. Flag Policy was the for the city to take a stand – to show our support for our BIPOC (Black, Indigenous, and People of Color) community and visitors
    - d. On June 30 the council tabled the resolution and removed language under the special flag policy
      - i. Opinion was given to council
      - ii. Policy was drafted at the recommendation of the mayor
    - e. Our role is to provide guidance to the council
  - 2. Joelen asked to more clearly define what the council has charged the committee to do
    - a. Lucas talked about flags, symbols and names in sports
    - b. Lucas is not in favor of the option for the mayor to put up the flag for one day
      - i. Want to ensure enough review that the wrong message is not sent
    - c. Question - who does the review of the petition?
    - d. Question - where the flags are located and where they would be flown?
    - e. Focus on the policy and procedures and then the resolution to add guidelines and structure
    - f. Lucas will share research that he has done on flag policy and what other policies look like
- b. Report from City Manager re: a committee Facebook page
  - i. Steve provided report back – did not leave the meeting with a clear direction on next steps
    - 1. The topic brought up additional discussion which needs to be followed up on and review of City’s social media policy

2. Once Steve looks at Council's guidance and determines a direction, he will go back to the council and get back to the D&E Committee
  3. Lucas provided information on existing Facebook pages related to the city – having groups post to the City's page can get more attention – currently one-way communication
5. New Business:
- a. Forming working groups/assigning tasks with deadlines
    - i. Joelen recommended to move next agenda item to next meeting and to review Ellen's definitions
      1. Committee members agreed
  - b. Progress on definitions, data collection/listing what type of data would be useful - Ellen
    - i. Committee groups reviewed diversity and equity definitions and shared feedback
    - ii. Danielle shared a definition for marginalized populations
    - iii. Marichel asked to add inclusion and will provide a definition
    - iv. Group members to review the definitions and provide feedback of important aspects of the definitions as they define them
  - c. Review Council's revised flag ordinance - Marichel
    - i. See above in old business
  - d. Data use and accuracy - William
    - i. Not discussed
  - e. Joelen suggested two weeks for next meeting and to hold on flag policy discussion until a later meeting
    - i. Ellen - Concern that putting it to later would prevent this from moving forward
    - ii. William - Suggested waiting until after the election was suggested
    - iii. Marichel & Ellen - disagreed on waiting stating the action was not political and was a case of supporting human rights
    - iv. Joelen - recommend to have discussion at a regularly scheduled time for the community to access to the discussion
  - f. Discuss diversity training for October 5<sup>th</sup> meeting
    - i. Marichel – Will reach out to staff at the Peace & Justice Center for training opportunities
    - ii. Ellen – Will reach out to Tabitha Moore - NAACP Chairs on suggestions
    - iii. Lucas – recommended the State of VT Implicit Bias Training – offered to City Staff – can set up a classroom
6. Set next meeting Date: October 5<sup>th</sup>
  7. Round Table
    - a. No discussion
  8. Adjourned at 7:48PM.

#### **Action items**

1. D&E Committee - Committee to focus review on the flag policy and procedures and then the resolution.
2. D&E Committee - Group members should review definitions provided by Ellen and provide feedback of important aspects of the definitions as they define them.

3. Marichel and Danielle - Find link to community ADA survey results and post the link on the meeting minutes.
4. Ericka and D&E Committee Member - Request to Ericka to help the D&E Committee make sure meetings are accessible.
5. Lucas - Lucas will share research that he has done on flag policy and what other policies look like.
6. Steve - Once Steve looks at Council's guidance and determines a direction, he will go back to the council and get back to the D&E Committee.
7. Marichel - Add inclusion to definitions and provide a definition.
8. Discuss diversity training for October 5<sup>th</sup> meeting
  - a. Marichel – Will reach out to staff at the Peace & Justice Center for training opportunities
  - b. Ellen – Will reach out to Tabitha Moore - NAACP Chairs on suggestions
  - c. Lucas – recommended the State of VT Implicit Bias Training – offered to City Staff – can set up a classroom

**1) Motion:** Move to adopt minutes as amended.

**Mover/Second:** William Toborg/Christopher Roberts

**Result of vote:** Approved by all

**Meeting adjourned:**

**Mover/Second:** Danielle/William

**Time:** 7:48PM

**Next meeting date/time/location:** October 5, 2020 at 6:15 via Zoom



Danielle Owczarski