



City of Biddeford
Diversity, Equity and Inclusion Committee

July 8, 2024 at 5:30 PM
City Hall Second Floor Conference Room & Zoom

Please click the link below to join the webinar:
<https://biddeford.zoom.us/j/95943809888?pwd=dtHXVeBYp3D6vAvaLqDntCpuXBgJVC.1>

Passcode: 246438

Or One tap mobile :

+16465588656,,95943809888# US (New York)

+16469313860,,95943809888# US

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

1. Call to Order
2. Public Comment
3 Minute Limit Per Speaker
3. Approval of Minutes
3.a June 10 2024 Minutes
4. Discussion Items
 - 4.a Documentation & Position Updates
 - 4.b Encampment Updates
 - 4.c Projects Timeline and Volunteers for 2024
 - 4.d DEI Brochure (templates)
 - 4.e Group Photo
5. Adjourn

DEI Committee Meeting Minutes – June 10th, 2024 Meeting

Status

1. Called to order at 5:35 PM

Present (in person): Sarai Manyiel, Danica Lamontagne, Shelly Gibson, Flo Leighton, Maura Oakes, Scott Whiting, Bistra Nikiforova

Present (via zoom): Syed Zafar

Regrets: Andrew Lovley, Breese Reagle

2. Discussion Items

2.1. Approval of Minutes May 13 2024

Motion to approve the minutes made by Maura, Flo seconded the motion, the motion passes unanimously

2.2. Public Comment

None

2.3. Diversity Calendar - Approval of Language

Motion to approve the edited and revised purpose/preamble made by Scott, Maura seconded the motion, motion passes unanimously

Motion to approve the full Diversity Calendar for 2024 made by Maura, Bistra seconded the motion, motion passes unanimously

2.4. Re-visiting the Committee's Mission, Vision, Values

Flo asked the group to reflect on and share any feedback about the brochure and language overall, given the change in committee composition. Some notes and considerations:

- Edit the 2 year term piece
- Evaluate accessibility (color, font, font size, amount of information, is it readable via pdf and screen reader)
- Update or remove the QR code (needs a new code and survey platform)
- Share the "hellos" on first page in their native language (letters/characters, graphics, etc.) – perhaps as a word cloud?
- Long term consider the brochure in multiple languages for distribution
- Add a picture of the committee on the brochure (and the website)

Bistra inquired about the goal of the brochure. The group shared that it has a few; to draw people in, encourage community members to be a part of the conversation, ensure the committee is upholding the mission, vision, and values, and establish some accountability. Bistra suggested its having more of a focus on the community and what

they want to know/share (versus so much information about the committee). Consider removing the council language, terms and limits, etc.

Sarai offered the idea to at some point, offer an Open House for the City, so that community members who don't typically show up/attend meetings might learn about the aspects of City government, how to get involved, what committees look like and the work they do, etc. This could happen through the DEI committee, at an existing event, or in/around City Hall.

Shelly advocated for keeping the language of diversity, equity, and inclusion, based on some larger misunderstandings around that language and acronym. We want the community to see themselves in the words we are using.

Shelly & Danica will take the suggestions above re-format the brochure for content and style, and then bring it back to the committee to review again.

2.5. Policy Work (for the committee)

How does the committee decide on projects and work moving forward? Anne suggested connecting with the Councilor in your Ward, and that Scott could advocate for the Council to bring things before the DEI Committee for review.

Bistra also stated that being proactive with the Council members and building relationships over the next year should be a priority. The committee can invite Councilors to events and places where the committee will be to build on those partnerships. For the July meeting, it would be helpful to narrow down a project, event, or celebration that could combine a lot of these pieces, to do in 2024. Also it's worth considering the frequency of meetings which is impacted by what is being planned.

Housing and homelessness policy is important for the City and Anne has expertise in this arena.

Flo suggested look at a variety of other committee meeting minutes, agendas, etc. and bring ideas back to this committee in July.

2.6. Upcoming Events (June, July, August)

June:

- Pride (on-going with [Heart of Biddeford](#))
 - Maura will send resources for the Biddeford Beat
- [La Kermesse](#) – June 20th – 23rd (Thurs – Sun)
- Juneteenth, Black History Tour – June 15th (Sat, 1pm – 2:30pm)
 - Heart of Biddeford
 - Maine Health
 - Biddeford HS Black Student Union (tour guides)

*starts and ends at the Saco transportation center

- Juneteenth Proclamation reading @ Council mtg – June 18th (Tues, 6pm)
*Consider working with Better Biddeford in the future

July:

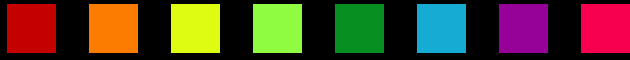
- Ashura
 - Proclamation written by Syed; Motion to approve the pre-written proclamation was made by Scott, Maura seconded the motion, motion passes unanimously
- Write-up(s) for the Beat leading up to Ashura (Syed volunteered to share these with Danica and Shelly)

August:

- National Night Out – August 6th (Tues, 4:30pm – 7:30pm)
- [River Jam](#) – August 17th (Sat, 11am – 9pm)

3. Adjourn: Meeting Adjourned at 7:02 PM

WHAT IS DEI?



CONTACT US



Diversity

The things that make people different and make our community richer. Examples include race, gender, religion, and sexual orientation.

Equity

Making sure that everyone has access, resources, and opportunities to succeed and grow – especially people who have faced discrimination or who have not been in positions of privilege.

Inclusion

A culture where all people are welcome and everyone is valued, respected, and able to reach their full potential.

Visit Our Website

www.BiddefordMaine.org/DEICommittee

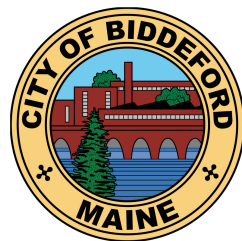
Email Us

DiversityEquityInclusion@BiddefordMaine.org

Come to a Meeting

Second Monday of
each month
5:30 p.m.

City Hall Second Floor
Conference Room
(205 Main St)



CITY OF BIDDEFORD



*Diversity, Equity, and Inclusion
Committee*

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OUR MISSION



The Diversity, Equity and Inclusion Committee works as part of the community to embrace diversity and recognize the value and uniqueness of each person. Through continuous reflection, education, and action, the DEI Committee pledges to acknowledge and address systemic barriers of inequity. The committee makes recommendations to the City Council on how best to continue building an inclusive and equitable community.

OUR COMMITTEE



SHARE YOUR STORY

Use the QR code to anonymously share your thoughts, ideas or experiences with the DEI Committee.

