

City of Biddeford
Diversity, Equity and Inclusion Committee
September 11, 2023 5:30 PM City Hall Conference Room

Please click the link below to join the webinar:

<https://biddeford.zoom.us/j/91691935177?pwd=NjB5R0JIeUd6Y3NtYWYrcEpSWWk3QT09>

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Status:

1. Call to Order

2. Minutes

2.1. August 14 Meeting Minutes

[August 14 2023 DEI Committee Meeting Minutes.pdf](#)

3. Discussion Items:

3.1. Committee Roles - Information

3.2. Planning - Indigenous People's Day

3.3. Sub Committee Report-Outs

3.4. DEI Coordinator - Monthly Update

4. Adjourn:

DEI Committee Meeting Minutes – August 14th, 2023

Meeting Called to Order at 5:36 PM

Present: Liam, Sydney, Irene, Danica, Martha, Andrew, Flo, Kayla, Anne, Liam, Shelly, Bistra

Motion to accept minutes made by Liam and seconded by Martha. Approved unanimously.

Public Attendance & Comment: Jane thanks us for our work on this policy and for doing the hard work!

Agenda Items:

1. Education & Outreach Subcommittee update: last meeting 7/25
 - a. World suicide prevention day 9/10- proclamation written by Liam
 - b. Liam is writing a proclamation for Rosh Hashanah in mid-Sept.
 - i. Motion made by Martha, seconded by Kayla, & accepted unanimously.
 - c. Hispanic American Heritage Month-write-up by Irene
 - d. PD is coordinating some things for National Recovery Month
 - i. Softball game
 - ii. Video
 - iii. Some information from Coastal Healthy Communities Coalition
 - e. River Jam 8/19 11am-3:30pm: Flo, Shelly
 - i. What do we want at our table?
 1. Brochure- Anne has them in her van
 2. Shelly is printing some additional flyers
 - ii. Does anyone have a table we could borrow?
 - iii. Table sharing?
 1. Out Maine
 2. Maine Health
2. Policy Subcommittee:
 - a. Talked with Citizen Advisory Committee about their efforts to make city processes more accessible (language translation & plain language)
 - b. Creating 1-2 pages of best practices/recommendations for promoting D.E.I. work in the city.
 - c. "Term limits" end in December of this year- new mayor will appoint people as they see appropriate & current members reapply as desired.
3. Flag Policy Draft Revisions:
 - a. Jane Carol has written an updated version of the flag policy for review.
 - i. A good policy should have a solid review and appeal process.
 - ii. A good policy should be able to change over time.

4. Should it be public information when a flag is approved before it is actually flown?
5. Appeal & approval processes
6. Language around flags related to diversity calendar being “pre-approved”
7. Can an individual request flags more than once a year?
 - a. Motion made by Kayla to increase to 2 flag requests a year for an individual citizen, seconded by Martha, approved by majority.
8. Can a flag fly several times a year for different holidays?
 - a. The pride flag being flown for 2 different remembrances
 - b. Motion made by Irene to not accept the change to item 7V and will be written as “the same special flag or banner may not be flown more than twice a year.”
Seconded by Sydney. Accepted unanimously.
9. Liam made a motion to recommend this policy to the policy committee, seconded by Irene, and approved anonymously.

Upcoming Dates: next meeting: September 11; policy subcommittee: June 29th; education & outreach subcommittee:

Motion to adjourn at 7:05 pm made by Sydney, and seconded by Flo, and passed unanimously.