

City of Biddeford
Diversity, Equity and Inclusion Committee
March 20, 2023 5:30 PM City Hall Second Floor Conference Room

Please click the link below to join the webinar:

<https://biddeford.zoom.us/j/98685857240?pwd=cGxRSkQwZmoyVzRwVDJVeGZMdGhZZz09>

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Webinar ID: 986 8585 7240

Status:

- 1. Call to Order**
- 2. Minutes**
 - 2.1. February 13, 2023 Meeting Minutes
[February 13, 2023 Meeting Minutes.pdf](#)
- 3. Public Comment (3 Minute Limit Per Speaker)**
- 4. Welcome Guest**
 - 4.1. Mouhamadou Diagne - Vice President of DEI, St. Joseph's College of Maine
- 5. Discussion Items**
 - 5.1. Monthly Calendar Dates
 - 5.2. Subcommittees
 - 5.3. Policy Item Suggestions
- 6. Adjourn**

DEI Committee Meeting Minutes – February 13, 2023

Meeting Called to Order at 5:31 PM

Present: Liam, Sydney, Flo, Irene, Anne, Danica, Bistra (Zoom), Andrew (Zoom)

Updates

The Assistant to the City Manager provided updates to the committee on membership and ongoing projects:

- Tim Boston has resigned from his position as Outreach and Inclusion Coordinator
 - Staff will be recommending to the Personnel Committee to advertise this position as a DEI Coordinator
 - Motion by Liam, seconded by Sydney, to formally recommend to the Personnel Committee to approve the DEI Coordinator position. Motion passed unanimously.
- Diversity Calendar is set to be reviewed by the Policy Committee
 - The committee will not make any formal recommendation to the Policy Committee on any additional City holidays.
 - The committee discovered that Autism Awareness Day is sponsored by Autism Speaks, which is considered a controversial organization. The Diversity Calendar also already marks Neurodiversity Celebration Week (March 13-19). Motion by Sydney, seconded by Flo, to remove Autism Awareness Day (April 2) from the Diversity Calendar prior to submission to the Policy Committee. Motion passed unanimously.
- Jacob Hammer has resigned from the committee due to becoming a city staff member.

2023 Goals

The Committee discussed the reflections that were shared in the internal survey. The areas of interest that were expressed were policy and events/engagement. These topics could serve as subcommittees that meet outside of meetings to keep work moving forward.

Policy

- Need information about where policies can be found – Danica will send to committee
- Gather information from public to find priorities
- Brainstorm common barriers and create a working list of policy areas that may need review
- Measure success by how many policies are found to need updates
- Could review practices at the Department level (like with Recreation Department)

Events/Engagement

- Measure success by the number of events the committee sponsors/collaborates on/has a presence at (tabling)
- Collaboration with other organizations – ex. Library
- Add events from the Diversity Calendar to agenda each month to stay on top of upcoming dates
- Committee could submit budget request for funding for events (ex. Stipends for speakers) but requests are competitive and would likely need to be specific to gain Council support
 - Funding for simple supplies (pens, flyers, written surveys, etc) is covered in City budget

Committee Norms

Motion by Liam, seconded by Sydney, to set an expectation for attendance at 9 meetings per year. Motion passed unanimously.

Motion by Liam, seconded by Flo, to set 'normal' meeting duration from 5:30 p.m. to 7:00 p.m. The committee can vote to continue the meeting if it is expected to continue past 7:00 p.m. Motion passed unanimously.

April Meeting Date

Due to the conflict with the Budget Committee meeting on April 10 and the Patriots Day holiday on April 7, the committee decided to reschedule the meeting for Monday, April 3 at 5:30 PM.

Motion by Irene, seconded by Sydney, to adjourn meeting at 6:51 PM. Motion passed unanimously.