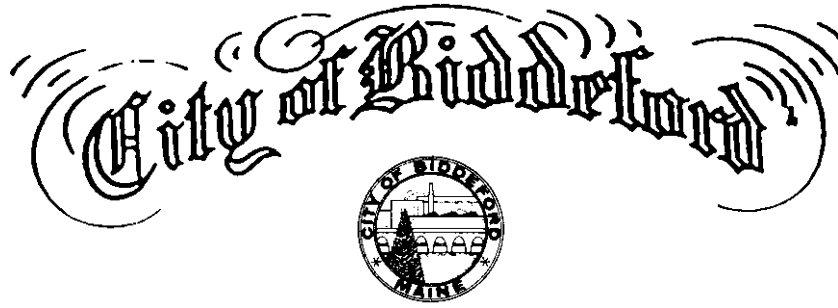


City of Biddeford
City Council - Special Meeting
January 17, 2022 9:30 AM UNE

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Adjustment(s) to Agenda**
- 4. Orders of the Day**
 - 4.1. 2022.3) Establishment of Juneteenth as a City-Observed Holiday
[1-17-2022 Juneteenth - City Holiday.doc](#)
[1-17-2022 Juneteenth - City Holiday-MEMO.pdf](#)
 - 4.2. 2022.4) Authorization/Creation of Diversity, Inclusion and Equity Committee
[1-17-2022 Creation of Diversity Inclusion Equity Committee.doc](#)
[1-17-2022 Creation of Diversity Inclusion Equity Committee-MEMO.pdf](#)
- 5. Adjourn**



2022.3 **IN BOARD OF CITY COUNCIL...JANUARY 17, 2022**
BE IT ORDERED, that the City Council of the City of Biddeford does hereby establish Juneteenth as an official City-observed holiday.



City Council

Meeting Date: Monday, January 17, 2022

Meeting Time:

Agenda Item No:

Item Description: Recognition of Juneteenth

Submitted by: Diana DePaolo, Human Resources Director

Supporting Information/Documentation:

Attached is what other communities in Maine have done

Key Terms:

Juneteenth- June 19, a federal holiday in the United States commemorating the emancipation of African-American slaves. It is also often observed for celebrating African-American culture.

Executive Summary:

Since the Federal Government recognized Juneteenth (June 19) as a holiday last year, you have the opportunity to allow the City to also recognize this day as a holiday.

Detailed Review:

Juneteenth (officially Juneteenth National Independence Day and also known as Jubilee Day, Emancipation Day, Freedom Day, and Black Independence Day) is a federal holiday in the United States commemorating the emancipation of African-American slaves. It is also often observed for celebrating African-American culture. Originating in Galveston, Texas, it has been celebrated annually on June 19 in various parts of the United States since 1865. The day was recognized as a federal holiday on June 17, 2021, when President Joe Biden signed the Juneteenth National Independence Day Act into law.

Funding Source:

N/A

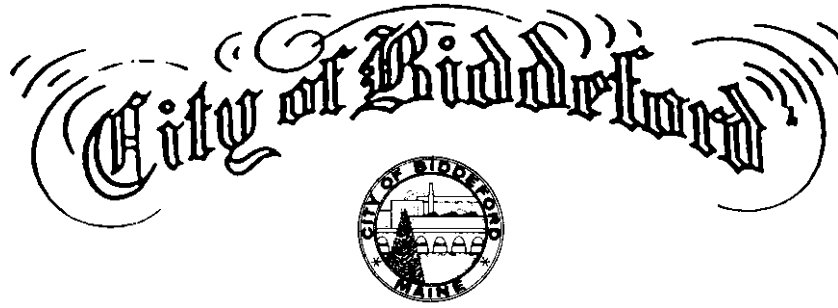
Staff Recommendation:

It is recommended that the Council adopt Juneteenth as an official holiday

<u>Municipality:</u>	<u>Response:</u>	<u>Notes:</u>
Aroostook County	Adopted	Aroostook County Government will be observing Juneteenth as an official Holiday.
Auburn	Considering	Auburn has not taken a position but this will be considered in the near future
Augusta	Adopted	Augusta adopted Juneteenth as a City holiday last month.
Bangor	Pending	Pending: Bangor is expected to address this in the coming weeks
Bath	Considering	Bath will be considering it in the near future. We have to bring it back before City Council before it can be added to the City's list of holidays
Biddeford	Considering	Biddeford Council will be considering whether to add Juneteenth as an official City holiday later this month
Blue Hill	Adopted	Adopted
Bridgton	Considering	Considering
Brunswick	Adopted	Adopted.
Cape Elizabeth	Adopted	Cape Elizabeth adopted the holiday and added it to our two Collective Bargaining Agreements
Casco	Pending	Pending
Chelsea	Not Considering	Chelsea does not have any plans to add Juneteenth to the list of it's holidays.
Corinna	Not Considering	Town of Corinna does not have any known plans to add it to the holiday list
Corinth	Adopted	Town of Corinth Board opted to adopt the holiday after discussion. Allowed based on the decision of State agency closure (BMV and IFW) which are two key support functions for clerks. The Board in the past has followed suit for the State government holiday closure list published by BHR.
Cumberland	Adopted	Adopted
Cumberland County	Adopted	Adopted
Damariscotta	Not Considering	We have no plans to make this a Town holiday
Deer Isle	Not Considering	We haven't discussed it in Deer Isle.
Dexter	Adopted	Adopted it our last council meeting
Fairfield	Adopted	Since this became a federal and state holiday too close to the actual day, we did not do anything this past year. However, Fairfield adopted it last fall. We did MOUs with the Unions and changed the personnel policy.

Fort Kent	Adopted	Adopted
Gray	Adopted	Gray Town Council unanimously adopted Juneteenth as a holiday
Hallowell	Adopted	Hallowell adopts all state and federal holidays per charter stating same...so we don't need city council action to add a new one.
Houlton	Considering	Houlton will be considering at first January meeting
Kennebunkport	Not Considering	Currently no plans to add it to the list
Kittery	Adopted	Kittery has adopted as a holiday and incorporated into the collective bargaining agreements. I have one final step to do to update the ordinance, but we will be officially done with the adoption process by the end of this month.
Knox County	Adopted	Knox County has adopted in our personnel policy handbook and all union contracts.
Long Island	Not Considering	Not Considering
Madison	Not Considering	Madison currently has no known plans to add it to the list.
Mapleton, Castle Hill, and Chapman	Adopted	Adopted
Milo	Not Considering	Milo has not discussed it. Our Selectboard's stance is that we already have enough holidays and if we were to request adding one we would have to give up a current one
Minot	Adopted	Minot has already added it considering that both State and Federal offices will be closed.
Naples	Adopted	Adopted
New Gloucester	Adopted	Adopted
Northport	Not Considering	Northport has no known plans to add it.
Norway	Observing	Norway is following the State schedule for Holidays.
Ogunquit	Adopted	Adopted
Pownal	Observing	Here in Pownal we observe all state holidays and since Juneteenth is a state holiday we will be observing it. The Select Board has not officially changed the personnel policy yet (mostly because I have not brought it before them) but we will be this month.
Raymond	Considering	Considering
Readfield	Considering	It will certainly come up in negotiations
Rockland	Adopted	The City of Rockland adopted the day as a municipal holiday after the State declared it as a State Holiday.
Scarborough	Adopted	Adopted

Sebago	Considering	Considering	
South Portland	Adopted	Adopted it as an official holiday	
Standish	Adopted	Adopted	
Union	Adopted	Officially adopted the day as a municipal holiday	
Union	Adopted	Adopted	
Vassalboro	Adopted	Vassalboro added this Federal and State holiday to our list of observed holidays in our Personnel Handbook	
West Paris	Adopted	The Town of West Paris has adopted Juneteenth as a municipal holiday.	
Winslow	Adopted	Winslow has adopted based on the terms of our Personnel Policy and union agreements	
Yarmouth	Considering	Plan on it soon.	



2022.4

IN BOARD OF CITY COUNCIL...JANUARY 17, 2022

BE IT ORDERED, by the City Council of the City of Biddeford to authorize the creation of a Diversity, Inclusion and Equity Committee.



City Council

Meeting Date: Monday, January 17, 2022

Meeting Time:

Agenda Item No:

Item Description: DEI (Diversity, Equity and Inclusion) Committees

Submitted by: Diana DePaolo, Human Resources Director and Danica Lamontagne,
Communications Coordinator

Supporting Information/Documentation:

Attached are the two DEI Committee Summaries

Key Terms:

Diversity is the presence of differences that may include race, gender, religion, sexual orientation, ethnicity, nationality, socioeconomic status, language, (dis)ability, age, religious commitment, or political perspective. Populations that have been-and remain-underrepresented among practitioners in the field and marginalized in the broader society.

Equity is promoting justice, impartiality and fairness within the procedures, processes, and distribution of resources by institutions or systems. Tackling equity issues requires an understanding of the root causes of outcome disparities within our society.

Inclusion is an outcome to ensure those that are diverse actually feel and/or are welcomed. Inclusion outcomes are met when you, your institution, and your program are truly inviting to all. To the degree to which diverse individuals are able to participate fully in the decision-making processes and development opportunities within an organization or group

Executive Summary:

City staff are poised to begin both external, community based work and internal, employee based work in the areas of Diversity, Equity and Inclusion. Your vote will determine whether these committees should be created for this work.

Detailed Review:

DEI initiatives in the workplace are shown in research to foster workplace atmosphere and culture that feel safe and encourage employees to be themselves. Employees understand that their contribution and efforts are recognized and respected regardless of race, gender, sexual orientation, etc. This often translates into increased employee engagement. When you have an engaged workforce, there is increased productivity and efficiency. It allows for new perspectives, a widened talent pool, and often increased retention.

Additionally, DEI work in the community allows for increased community engagement. Research shows that communities that focus on diversity have better economic outcomes. Residents of inclusive communities are often more innovative, entrepreneurial, and economically-competitive, all of which translate into economic development and productivity. Diversity in classrooms is critical to students. When students are exposed to other students with different ideas that challenge their thinking, their cognitive skills, including critical thinking and problem solving, improve. Research shows that children who attended inclusive schools have higher earnings as adults, are less likely to be incarcerated, and are more likely to attend college.

Funding Source:

N/A

Staff Recommendation:

Approve both Community and Employee DEI Committees

Diversity, Equity, and Inclusion Community Committee

Definitions:

Diversity refers to the variety of personal experiences, values, and worldviews that arise from differences of culture and circumstance. Such differences include race, ethnicity, gender and gender identity, age, religion, language, disability status, sexual orientation, socioeconomic status, geographic region, and more.

Equity refers to actively working to identify and eliminate barriers that have prevented full participation across differences in culture and circumstance.

Inclusion refers to the act of creating environments in which individuals and groups feel welcomed, respected, supported, and valued by eliminating practices and behaviors that marginalize. An inclusive climate embraces differences and offers respect in words and actions so that all people feel welcome in the City of Biddeford.

Committee Purpose:

To create a culture of acceptance and mutual respect that acknowledges differences and strives for equitable outcomes of opportunity, access and inclusion by:

- A. Advising the Biddeford City Council on policy decisions related to diversity, equitable outcomes, and inclusion;
- B. Examining existing city policies, programs and practices through a community lens to promote diversity, equity, and inclusion;
- C. Making recommendations to the Council on public engagement strategies and methods by which all Biddeford residents have the opportunity to better participate in the decision-making process,
- D. Provide feedback, guidance, strategies and recommendations to increase community engagement specifically by underrepresented groups.
- E. Identifying local community leaders and building more leadership capacity in Biddeford's diverse communities.

The committee will consist of nine members that are each appointed for a two-year term. The Mayor appoints and the City Council confirms Committee members. Members must reside, own a business, or attend school within the City of Biddeford.

The Council will strive to appoint members to the Diversity, Equity and Inclusion Committee who bring their lived experiences regardless of their immutable traits including but not limited to race, ethnicity, LGBTQ+, gender, socio-economic status/history, differently abled, age amongst other

identities. Appointed members will be expected to think broadly in terms of how issues of racism, sexism, ableism, and other discriminatory and prejudicial biases impact all residents in Biddeford.

The Committee will meet once per month. A meeting may be held without a quorum; however, to vote on a matter the committee must have a quorum present which will consist of a simple majority of appointed voting members.

City of Biddeford- Employee DEI Committee

Mission:

To promote the goals of diversity, equity, and inclusion within the City of Biddeford staff through communication, events, and constant, thorough analysis and revision of City policies and procedures.

Design:

The committee will meet monthly and will consist of City of Biddeford employees. Staff will submit their interest and be selected by the City Manager and Director of Human Resources. The goal of representation in the various departments and diversity amongst the group will be the priority for selection.

Goals:

- Planning to standardize and remove bias from the hiring process and attract as diverse an applicant pool as possible within all City departments
- Analyze turnover and create a retention plan focused on equity
- Plan for events that will increase awareness of diversity topics
- Hold at least annual training on diversity, equity and inclusion for all staff
- Analyze current benefits to support retention and foster attraction of diverse candidates