

**Final Minutes**

**Equity and Diversity Committee - Town of Shelburne**

**PUBLIC MEETING Minutes**

**Monday, April 11, 2022 , 6:00pm**

**Zoom-only Meeting**

**Committee Members present:** Josh Flore, Patricia Fontaine, Jennie Hoenigsberg, Mercedes Ortega, Wanda Morgan, Erika Lea, Cate Cross, Fabienne Boisvert-DeFazio

**Others present: NA**

**Call to Order:** 6:04

**Facilitator:** Patricia Fontaine

**Minutes:** Jennie Hoenigsberg

**Approval of Agenda for:** April 11, 2022

**Motion to approve Agenda:** Erika

**Second:** Josh

**Favor:** Majority                      **Opposed:** None

**Approval of Minutes from 3/21/22:**

**Motion to approve Minutes:** Change to reflect meeting dates changed, but otherwise the same - Erika Lea **Second:** Josh Flore

**Favor:** Majority                      **Opposed:** None

**Public comments:** None, Ken Scott in attendance, no comments

## **Discussions:**

- Overview of Consultants by Mercedes. Four different consultants: Intentional Evolution, Creative Discourse, Think Again and Abundant Sun and what services they can provide for \$8,000.

The first three have similar processes: survey > education > workshops > post survey > action plan

Abundant Sun - procedure itself will make us change, start directly with the committee and expand it (50% town employees) to change the culture not the policy

- Overview of Options About Choosing a Consultant

Questions: Follow up questions about timing, experience with municipalities, proposals, time of year difficult for some departments (highway dept is busy in winter), references from other towns they have worked with, how busy are they

- Discussions Regarding Protocol for Consultant:

- How we choose a consultant (subcommittee or whole committee) - how do we vote, timeline
- Agreed to remove Abundant Sun because of inability to create a committee with 50% town employees, all in attendance voted yes to remove them from the pool of consultants
- Make a recommendation to the SB and they approve it (vote is internal)
- Logistics of paying consultant - can contract and then bill starting July 1
- Who will be intermediary with town and Consultant

**Report from Sub-Groups: No report outs tonight because of the length of time discussing consultants**

Grant sub-group:

Consultant sub-group:

Strategic plan sub-group:

Culture & Community subgroup:

**Action Items:**

<b>Action</b>	<b>Responsible</b>	<b>Due</b>
Work on References	Mercedes / Patricia	Next Meeting
Read proposals, background info before next meeting for continued discussion	All	Next Meeting

**Next meeting: 5/2/22**

- Facilitator: Fabienne
- Notes: TBD

**Adjourn:** 7:08 Motion to close the meeting: Mercedes, Wanda seconds, majority in favor