

AGENDA

Town of Hartford Committee on Racial Equity and Inclusion (HCOREI)

Hartford Town Hall and Zoom

Wednesday, November 15, 2023, 6:00 pm - 7:30 pm

Meetings are usually held on the 1st and 3rd Wednesday of each month in the Hartford Municipal building and on Zoom, unless otherwise warned.

To participate on Zoom you will need a Zoom Account. This is the most common login issue. Use the following link to sign-up for an account if you do not have one: <https://zoom.us/signup>

Join the Meeting: <https://us02web.zoom.us/j/9649775812?pwd=bHU0TFZITWZPaEREekZuL2N3cHpJZz09>

Meeting ID: 964 977 5812, Password: 666

Time	Agenda Topic	Committee Action
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6:00 pm	Call To Order	
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- Approve Meeting Minutes 11/1

6:02 PM	Acknowledge and Welcome Community Members	
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6:05 PM	Debrief on 11/14 Selectboard Discussion	Discussion
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6:20 PM	Review Position Statement on HCoreI Scope	Discussion
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- (See draft statement below)

6:35 PM	Prepare for HCoreI annual report to town	
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- (See last year's report below)

6:50 PM	Updates	Discussion
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- Hartford Community Resource Library
- Joint School/Select board meeting
- School Board Updates
 - Invite Julia Lau (School Racial Equity Coordinator) to HCoreI Meeting
- Town/Selectboard
 - Community Safety Review Project Updates
- Hartford student award (A. Reynolds Memorial)

7:20 PM	New Business	Discussion
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- A retreat for HCoreI in early 2024?
- Agenda tweaks
 - Add Member Comments and Announcements *a la* Selectboard?

7:30 PM	Adjourn	
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Tabled for future agenda

- Continued discussion on Strategic Plan / Roadmap
- Invite Julia Lau (School Racial Equity Coordinator) to HCoreI Meeting

HCOREI Members

- Pat Autilio, Chair (through 3/7/2024)

- Molly Armbrust, Student Liaison, Vice Chair
- (shared) - Clerk
- Sara Campbell, School Board Member
- Nancy Russell, School Board Member
- Lannie Collins, Selectboard Member
- Ally Tufenkjian, Selectboard Member
- Susan Mullens, Community Member – (through 8/22/2025)
- Joe Major, Community Member (through 5/2/2024)
- Miriam Wood, Community Member (through 5/2/2024)
- Vacant, 2nd Student Liaison

[Draft]

Hartford Committee on Racial Equity and Inclusion (HCOREI)
Position Paper

Topic: *On Broadened Scope of HCOREI's Charge Beyond Racial Equity*

As an intersectional racial equity committee, we recognize that much of our work will expand support to and benefit many different marginalized groups. This falls under the purview of our racial equity-focused charge as all forms of marginalization intersect with racial marginalization. Therefore, working to address these intersecting forms of oppression will further racial equity. However, an expansion of the charge to explicitly include multiple marginalized groups expands our responsibility. Committing to addressing inequity in all its forms is beyond HCOREI's scope and capacity. HCOREI has an obligation to fulfill our charge as written, and expanding the charge would expand that obligation. Such an expansive charge would do a disservice to all marginalized identities as it denies all the attention they deserve. Without broader structural changes both to expand capacity and ensure the focus on racial equity is not lost, such a change would likely have a detrimental impact on racial equity initiatives and progress. Additionally, HCOREI has an important history of being called for and created by BIPOC people concerned about racism in the community. Lacking those same calls from members of other marginalized groups and not having encountered limits within our charge as it stands, expanding the charge disregards the important context within which we exist.

[Last Year's HCOREI Town Report...]

2022 HCOREI Town Report

This year the Hartford Committee on Racial Equity and Inclusion adopted an update to their charge to include up to student liaisons. Molly Armbrust has been attending meetings for over a year and is now our student liaison. Sara Campbell has served as chair this year, John Hall had the role of Vice-Chair, and we brought Pat Autilio (Clerk) and Miriam Wood on as our newest members.

We produced the third annual Juneteenth Celebration with expanded offerings and plan to continue to grow this event. We also tabled at the Hartford Community Coalition Block Party. HCOREI Members have spearheaded an effort to establish a NAACP Chapter in Windsor County.

We engaged Tuck Community Consulting to work on town communications strategy and we continue to work with both the School District and Selectboard towards implementation of the strategic plan initiatives.

Approved 12/21

[FYI ... an example of a compensation program from another VT town...]

Town of Essex Boards & Committees Stipend Program

1. Purpose

The purpose of this program is to provide stipends for everyone appointed or elected to a board, commission, or committee that meets with a routine schedule. An individual who provides service to a board or committee is considered a volunteer and as such, should not expect payment or remuneration for time served. The Town offers stipends of \$50 per meeting for up to two meetings per month to offset indirect expenses such as childcare assistance, food, transportation, or other needs in order to attend meetings.

2. Statement of Equity

The Town of Essex is a racially and socially equitable, welcoming, and engaged community where all can thrive because community members and leaders hold each other accountable to ensure a safe, supportive, and just environment.

3. Process

FORM	WHERE TO SEND
IRS W-9 Form (Please be sure to sign the form.)	Finance Department 81 Main Street Essex Junction, VT 05452 or email to: finance@essex.org
Stipend Option Form	Send directly to the staff representative for your committee.

- a) **Complete an IRS W-9 form.** Complete and submit an Internal Revenue Service Form W-9. Stipend payments will be sent to the address you enter on the form. Please email your completed form to finance@essex.org or send through regular mail to: Finance Department, 81 Main Street, Essex Junction, 05452. Stipends will not be paid without a completed IRS W-9 form on file.
- b) **Complete a STIPEND OPTION FORM** and submit to your staff representative. Please contact your staff representative for a copy of the Town of Essex Conflict of Interest Policy if you did not receive one with your onboarding materials.
- c) **Staff Representatives or chair of the committee will submit attendance.** Concerns regarding attendance and stipend payments should be directed to the staff representative and/or committee chair responsible for submitting the reports.

4. Eligibility

- a) Appointed and elected members of a Town of Essex board, commission, or committee that meets with a routine schedule.
 - Work outside of regularly-scheduled meetings is not eligible.
 - Stipends for special meetings in addition to regularly-scheduled meetings may be eligible if the meeting follows all of the protocols of a regular meeting such as being warned, open to the public, and minutes and attendance are taken. Special meetings are not a part of the regular schedule and are not common.
 - No more than two meetings per month per committee/board/commission may be reimbursed to any one individual.
- b) Appointed or elected representatives of the Town of Essex on local or regional boards and committees that meet with a routine schedule. Examples include, but are not limited to, Green Mountain Transit and Chittenden Solid Waste District.
- c) Excluded from the stipend program:
 - Employees of the Town of Essex are excluded from the stipend program, but only if they are participating on the committee or board in their capacity as an employee. An individual will not be considered a volunteer and thereby is ineligible to receive a stipend if they are employed by the Town and perform the same type of work for which they are ostensibly volunteering.
 - Town of Essex Selectboard members, who already receive stipends, are excluded from participating in this stipend program.

5. Program Start and Continued Enrollment

- a) Payments will begin upon receipt of the Stipend Option Form and IRS W-9 form. Payments will not be made retroactively.
- b) Continued enrollment in the program will be upon recertifying the IRS form W-9 on file annually and continued appointment on the board or committee.

6. Payments

All payments will be made through accounts payable from the Finance Department and all IRS regulations pertaining to Form 1099 apply. The Finance Department issues a 1099 form per IRS regulations for amounts paid equal to or greater than \$600 in a calendar year. Please contact Vermont 211 at (802) 652-4636 or visit <https://www.vermont211.org/> about the impacts this may have on your annual taxes.