

AGENDA

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

Hartford Town Hall and Zoom

Wednesday, October 18, 2023, 6:00 pm - 7:30 pm

In Attendance

- Committee Members: Sara Campbell->Pat Autilio - Chair, Molly Armbrust – Vice-Chair/Student Liaison, Pat Autilio – Clerk, Nancy Russell, Ally Tufenkjian, Miriam Wood
- Community Members: Michelle Boleski, Heidi Duto, Kim Souza

Time	Agenda Topic	Committee Action
6:04 pm	Call To Order	
	Approve Meeting Minutes 10/4 – Motion: Ally, 2nd: Molly – Unanimous approval voice vote	

6:02 PM	Acknowledge and Welcome Community Members	
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6:05 PM	Officers Election	Election
	Motion: Nominate Pat Autilio for HCOREI Chair: Motion: Ally, 2 nd : Sara – Unanimous approval voice vote	

Motion: Adopt a rotating assignment to Clerk position: Each meeting Clerk will be assigned alphabetically by last name of someone attending the meeting. Update the HCOREI meeting notes template to include a checklist to inform the assigned meeting clerk of steps to produce minutes. : Motion: Sara, 2nd: Molly. Unanimous approval by voice vote

6:10 PM	Budget Request for review	Potential Motion
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Request to be sent to Selectboard and John Haverstock, Town Manager:

HCOREI would like to suggest the following items be included in this season’s budget discussions

- Policy management - devote funds of at least \$5,000 to begin the process of identifying, scanning and converting to template per SB motion in October 2021.
- Suggested policy-on-policy and policy templates attached.
- Juneteenth - continue to fund via Parks and Recreation in the amount of \$2,500.
- Public Information Officer – carry over any unused funds allotted for 23/24 and fully fund a position - potentially shared with the School District.
- Community Safety Review - allocate funds in addition to this year's funds to continue the work of the chosen firm.
- Allocate funds to continue supporting training for Selectboard and Staff.
- [Discussion of Selectboard Pay Equity. Ally is doing an informal survey of other towns. Some towns have 1) Childcare reimbursement and/or 2) pay for committee members.] Recommend Select Board discussion per suggested motions and at last town meeting and community suggestion that this should be part of the Selectboard budget and plan for it should the vote goes through.
- **Motion: Sara, Pat to write a recommendation for Select Board to add budget dollars to support for Selectboard Pay Equity: Pat, 2nd: Molly, Unanimous approval voice vote.**

6:25 PM	Charge Review (3 of 3 - 9/20, 10/4, 10/18)	Discussion/Potential Motion
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- <https://www.hartford-vt.org/DocumentCenter/View/9312/HCOREI-2nd-Charge-PDF>
- Discussion of crafting a recommendation / response / position on whether to broaden the charge from committee.

- Committee agreed existing charge does not present barriers to making recommendations for all non-race-based marginalized groups.
- Committee observed other marginalized groups have not reached out for HCoreI representation.
- **Action: Sara and Molly to draft position statement, provide to committee for review.**
- Other potential Future charge changes –
 - One liaison each (instead of two) from selectboard and school board.
 - Consider including school and town staff representation on the committee.

7:08 PM

Updates

Discussion

- Social Service Resource Library
 - Work is ongoing to produce a list of area services and contact points to address queries that come to HCoreI in the future.
- Joint School/Select board meeting
 - Next step is to schedule it, potentially in April 2024
 - Need clear HCoreI-driven agenda
 - Example Topic: How to approach policy from an equity perspective
- School Board
 - Sara is on facilities committee and one of the topics is building accessibility
 - Tom is continuing to craft a gender/transgender policy
 - Molly has a meeting with equity leader Julia on the topic on Oct. 19.
- Town/Selectboard
 - Community Safety Review RFP Process Updates
 - Last two presentations were yesterday (Oct. 17)
 - Choice of vendor will be deliberated at the Oct. 31 Select Board meeting.
 - Opinions can be shared via email to SB or members are welcome to attend in person.
- Hartford student award (A. Reynolds Memorial)
 - Molly: Ongoing investigation in process for implementing
- New business
 - Lebanon DEI is open to having a joint meeting quarterly with Hartford (and other UV towns). Need to find a day to hold it, perhaps informally.
 - Staff Liaison for HCoreI? Can be explored in the potential forthcoming committee structure review process.
 - Second version of the VLCT cohort pending. Hartford can have three reps this year.

7:43 PM

Adjourn – Motion: Sara, 2nd: Ally

Tabled for future agenda

- Chief Sheldon - November 1st Agenda – **Confirmed!**
- Invite John Haverstock, Town Manager, to upcoming meeting
- Are there liability concerns around DEI committees?
- Continued discussion on Roadmap

HCoreI Members (Alphabetical)

Molly Armbrust, Vice Chair, Student Liaison

Pat Autilio – Chair (through ???)

Sara Campbell- School Board Rep

Lannie Collins - Selectboard Rep

Joe Major – (through 5/2/2024)
Susan Mullens – (through 8/22/2025)
Nancy Russell - School Board Rep
Ally Tufenkjian - Selectboard Rep
Miriam Wood – (through 5/2/2024)

Student Liaison #2: Vacant
Another Community Member: Vacant

HCOREI Meeting Note Checklist

1. During Meeting
 - a. Record in minutes:
 - List of all attendees (in person or hybrid)
 - Record all motions (incl. Person bringing motion, person seconding, vote outcome)
 - Record all actions taken
2. After Meeting (within 3 days)
 - a. Complete draft of minutes
 - b. Send draft to chair for review and approval
 - c. Make any recommended revisions, then send to Town Clerk for posting.
 - Lana Livingston: llivingston@hartford-vt.org