

MINUTES

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

Wednesday, November 02, 2022

6:00 pm - 7:30 pm

In Attendance

- Committee Members: Sara Campbell - Chair, John Hall – Vice-Chair, Pat Autilio – Clerk, Joe Major, Kim Souza, Ally Tufenkjian, Miriam Wood
- Student Liaison: Molly Armbrust
- Community Members: (none)

Agenda Topic

6:00 PM Call to Order

- **Approve Meeting Minutes 10/19 – Motion: Joe, 2nd: Miriam – Passed by voice vote.**

6:02 PM Acknowledge and welcome community members

6:05 PM General Updates

- Tuck Community Consulting – Sara, Joe
 - Tuck has prepared a survey to send to Hartford residents:
 - Draft Survey: https://docs.google.com/document/d/1z65ArLnCKmdR5A5_HMaCm-hG357HnCd2/edit
 - **Action: HCoreI Members send comments on Survey questions to Pat by end of day Thursday Nov. 3rd. Pat will consolidate and send to Sara.**
 - Community listening sessions may not be an option because Tuck students' semester is ending. Could put on select board agenda.
 - **Motion: (John) Print the Tuck Survey URL on small sheets of paper and hand out to people leaving polls on Nov. 8, Kim 2nd. Passed unanimously.**
 - Sara will ask Tuck students if they can hand out sheets at the polls, especially at before work and after work times.
- Training Updates – Kim, Ally
 - An Abundant Sun/VCLT survey is coming up shortly for all town employees and committee members.
 - Also, three DEI training sessions are scheduled for new year.
 - Mary Erdei doing IDEAL VT program
- DEI Resource Library home - John
 - No updates
- Police Chief Search – Joe, Miriam (SB updates)
 - Applications have been coming in; 8 to 12 applicants are being vetted now.
 - Expect to have an advisory group meeting before first round of interviews.
- Motion and Recommendation Tracking – Sara - ongoing
https://docs.google.com/spreadsheets/d/1ysTD_vwklh1ywze7rH6DcLOTYj_f5Qk_/edit?usp=sharing&ouid=100724154831852418391&rtpof=true&sd=true

6:27 PM HCoreI Selectboard Update

- Tentatively scheduled for 11/15 meeting
- Topic Suggestions
 - Budget request – review and solicit feedback
 - Juneteenth funding request
 - Other recommendations

- Policy work – proposed digitization, standardization and reformatting
- Tuck Consultant Update
 - Maybe Tuck students attend meeting
- Community review RFP
 - Response was submitted from Texas firm with estimated cost of \$600k.
 - “Think Again” organization may be bidding
 - May have to repost the RFP
- How can we help?

7:00 PM Charge Review (attached)

- Focused discussion on the charge items I-VIII
 - Review IV for updates
 - Discuss shortening Section V and VI.
 - Include “accessibility” in subsection VI.G.
 - Determine if term limits are required for committee members
 - Example DEI Charter: VLCT Equity Committee Charter for Vermont League of Cities and Towns...
 - <https://www.vlct.org/sites/default/files/VLCT%20Equity%20Charter%20Adopted.pdf>

7:05 PM Working Group Check-ins

- RHRR – No Updates
- Education – No Updates
- Policy – No Updates

7:35 PM New Business

7:35 PM Adjourn

Motion: Kim, approved

HCOREI Members

- Sara Campbell – Chair (through 4/5/2023)
- John Hall – Vice Chair (through 4/5/2023)
- Pat Autilio – Clerk (through 3/7/2024)
- Joe Major – (through 5/2/2024)
- Miriam Wood – (through 5/2/2024)
- Russell North - Schoolboard Rep
- Nancy Russell - Schoolboard Rep
- Ally Tufenkjian - Selectboard Rep
- Kim Souza - Selectboard Rep
- Student Liaison: Molly Armbrust

Charge for Hartford Committee on Racial Equity and Inclusion (HCOREI)

In addition to the universal human benefits of social equity and justice, the Town and School District recognize that in order to continue to prosper and maintain cultural relevance into the 21st Century, we must support a welcoming, inclusive environment for people of color living, working and/or served by the Town of Hartford and Hartford School District. To advance this goal, the Town and School District must continue to grow their level of cultural sensitivity and competency as well as their awareness of the experiences of people of color. For this purpose, the Hartford Committee on Racial Equity and Inclusion is constituted as a standing committee and charged as below.

Charge

The HCOREI Committee is charged with gathering information and making recommendations to the School Board and Selectboard, coordinating programming, and engaging in public dialogue for the purpose of:

- I. Continuing to work towards a welcoming environment and reducing racial disparities within municipal and school governance.
- II. Continuing to support a commitment to racial equity in the Town of Hartford and Hartford School District.
- III. Seeking input from people of color living, working and/or served by the Town of Hartford and Hartford School District.
- IV. Supporting the Town of Hartford and Hartford School District in developing a strategic plan for equity and inclusivity.
- V. Supporting the Town of Hartford and Hartford School District through increasing cultural sensitivity by cultivating greater understanding of the concepts of diversity, inclusion, equity, implicit bias, white privilege, white supremacy and systemic racism.
- VI. Recommending means and procedures by which the Town of Hartford and Hartford School District may endeavor to identify biased outcomes and disparities leading to social inequity. These areas may include but are not limited to the following:
 - A. Affordable housing within the five villages.
 - B. Application of laws and ordinances by police and court appointed officers (e.g., social workers and probation officers).
 - C. Impact of Town bylaws, ordinances and policies on residents.
 - D. Application of administrative action to school children and the impact of district and school policies on their families.
 - E. Quality and affordability of childcare.

F. Opportunities for employment, either as direct employees of the Town and School District or under third-party (independent) contracts with the Town and School District.

G. The collection and release of available, public data such that an average citizen has the ability to view, compare, and understand the collected data.

VII. To submit an annual report to the Town Report on Committee progress to the School Board and Selectboard. The primary scope and focus of these efforts should include addressing Town and School policies, practices and programs where there may be opportunities for improvement in the areas of racial diversity, inclusivity, and equity.

VIII. In furtherance of its charge, HCOREI will also consider matters of equity and inclusion from an intersectional lens. Intersectionality recognizes that individuals identify with multiple, co-existing identities, and an individual may be part of multiple historically marginalized groups.

Terms

Committee members shall serve two-year terms beginning on the date of appointments, which may be renewed up to three times for a total of six years at the discretion of the Selectboard and School Board. The Committee will be a standing committee for 6 years, at which time the Selectboard and the School Board will review the charge for the committee and elect to renew the charge. Time served on the first (ad-hoc) HCOREI, beginning for founding members on April 4th, 2017, will count towards the first term.

Constitution

This advisory committee will be constituted of eleven members which will be composed of two Selectboard members, two School Board members, five community members and two Hartford High School student liaisons. Each member will have equal weight in discussion and voting. The Committee will elect its own Chair, Vice-Chair and Clerk. One member of HCOREI may reside outside of Hartford, notwithstanding student liaisons.

Selection Process

All vacancies, including those that result from an incomplete term, will be filled using the following process:

1a. Members of the Community interested in serving on the Committee apply through the town committee application process.

1b. Student Liaisons interested in serving on the committee shall apply with the town committee application through the District Equity Coordinator.

3. HCOREI will interview applicants and advise the Select Board and School Board on applicants for vacancies on the committee.

4. The Selectboard and School Board will ratify or reject by a vote each new appointment to the HCoreI.

Statutory Requirements

As with all Hartford Subcommittees, the Hartford Committee on Racial Equity and Inclusion must operate in accordance with the Statutes of the State of Vermont and the Ordinances and Policy of the Town of Hartford. In particular, all meetings will be warned and open to the public and the minutes of these meetings will be recorded and posted in accordance with Vermont's Open Meeting Law.

Approved by Schoolboard 10/12/22

- Resubmitted to Schoolboard 9/8/22, request to join meeting for discussion.
- Request for clarification from School board 6/29

Approved Selectboard with amendments “Hartford High School” and “nonwithstanding student members” in green - passed 7/12/22

Recommended changes submitted to Selectboard and School board on 6/10/22

Selectboard - August 22, 2018

Amended – January 29, 2019 (Constitution)

School Board - September 12, 2018

Amended – February 13, 2019 (Constitution)

HCOREI Mission

All people are accorded the right to live in a just, equitable and anti-racist community. This right is only possible if we embrace collective responsibility and support shared prosperity. We advocate for actions that raise the level of awareness within our institutions and promote municipal and school policies that remediate systemic racism.

HCOREI Group Norms - reviewed and adopted 9/16/20

To be reviewed/updated quarterly

Mission Norms

- Recognize that oppression, structural racism, white privilege exists.
- Respect that we are all equal at this table, listen, show respect.
- Understanding that we all have unconscious habits of thought and judgement
- Allow people to define their own identity.

Operational norms

- Prepare for meetings by reviewing action items from previous meeting minutes and any items being reviewed in the upcoming agenda.
- Communicate with the chair/executive committee prior to being late/absent from scheduled meetings to ensure we have quorum.
- Parking Lot - As topics come up that are not germane to the current discussion that we want to bring back to discussion will be noted in the minutes and added to the road map.
- Communications -
 - The HCOREI Group email is for one way communications about agendas, minutes, informational shares. Per Open Meeting Law these emails should not be responded to. The only thing that can be actively discussed is scheduling.
 - Sub committees should communicate in person in groups of four or less or via direct personal email.