

MINUTES FROM SPECIAL MEETING

Commission on Racial Justice and Equity

Thursday, November 18, 2021

7:00pm

Held Via Zoom

Meeting began at 7:00pm. In attendance were Alina Bricklin-Goldstein, Deb Carroll, Tracy-Ann Johnson, Amo-Mensah Amofa, Sue Oppenheimer, Dave Peniston, Lillian Tanski, Jen Wang, Barret Katuna

1. Public comment

None

2. Update/Discussion on NCCJ Focus groups

JW reviewed the recruitment language -- basically turned NCCJ's flyer into a Google doc and made some minor edits. The idea would be to post this text on our website as an update post, then that URL will also serve as a landing page for information on the focus groups, and we can share that link when we reach out to friends. Can also make a PDF and JPG flyer for sharing. The page would link to the google form for signing up. We could hand over the google form so that only NCCJ can see who signs up, that way none of us have access to the sign-up list, which may be a plus for helping participants feel even more secure in their privacy.

AB agreed that having that added layer of privacy would be good.

DC asked if JW would be willing to be the Glastonbury contact. JW said as elected official may not be best if participants have a sensitive question. LT agreed that current and recent elected officials should probably not be the contact. BK volunteered to do it.

JW shared that when she met with DC and LT earlier this week to get organized, they thought we should recruit primarily via word-of-mouth, i.e. each RJEC member digging into our personal networks, instead of more widely via social media, town comms outlets, etc. We would simply email/text our friends with a short personal blurb and include the webpage URL and flyer.

TJ: How to present to CREC?

DC: We can discuss in next couple days.

JW: suggested she, BK, and Nyauna have a quick meeting tomorrow to go over logistics with the webpage, signups/google form, etc.

3. Update/Discussion on working groups for report to Town Council

The group reviewed working group assignments so far. We discussed the addition of a content category "Welcoming/inclusive community" to reflect all the data that we have from GreatBlue, and that we expect to come out of the focus group, that doesn't necessarily fit into one of the "big 4" areas but that provide important insights that would inform some of our recommendations. We started brainstorming what to call that category.

SO said she would be up for anything, so we assigned her to welcoming/inclusive community. JW offered to take herself off Rec and join Sue so she's not alone. Revised working groups:

- Content sections:
 - Background info: Deb (Jen backup)
 - Housing: Alina, Lillian
 - Policing: Dave, Deb
 - Education: Tracy-Ann, Dave
 - Recreation: Deb, Lillian
 - "Welcoming/Inclusive Community?": Sue, Jen
- Production
 - Communications/Dissemination plan: Jen, Amo, Barret
 - Editing: Lillian, Deb
 - Layout/design: Jen
 - Project management/timeline: Jen

4. Review of Report Framework

DC walked through what we have in the framework so far, which consists of an outline and some initial content populated. She shared that she populated the Recreation section to show the group as an example, and it took her about an hour to work on it.

We reviewed the timeline Deb had shared earlier:

11/11 Review of format options—draft structure in place for report

What usable data do we want to pull from GB

What usable data do we anticipate from focus groups

Determine working groups for report: housing/rec/policing/education

Additional working groups: communications/editing

11/18 Rough draft of each section due—data only

12/2 Rough draft of each section due—initial recommendations

12/16 Incorporation of focus group data/discussion

1/6 2nd draft of each section due—data and recommendations/NCCJ and GB review?

1/13 (as needed) peer review of draft

1/20 plan presentation to council

We discussed and agreed to combine the 11/18 and 12/2 deadlines into a 12/1 deadline for Rough draft of each section -- data and initial recommendations.

SO: What happens if info from focus groups differs from survey?

- Deb: we would expand what's in report.
- Lillian: [missed her comment]

LT offered to help working groups populate their data over the next week as needed.

DC: doesn't want anyone to feel overwhelmed, as she was earlier this week before sitting down to work on the Rec section, and then finding it quite doable. Suggests initial steps: read the reference documents (Great Blue report, NCCJ report, and Age-Friendly Communities report), gather the data, and think about recommendations. Appreciates everyone's efforts, recognizing it's a busy time of year.

5. Discussion on potential collaboration with NCCJ/Great Blue during drafting process for report

DC: Both NCCJ and GreatBlue have both offered to help us write the report. We should present them with a draft and have them review.

AB: suggest asking GB and NCCJ how much time they'll need.

DC: I will check with them.

6. General updates on RJEC efforts

SO: question about the report from TC: will it include the report from GB? What about verbatim responses?

DC: yes. Reports to TC: the group comes in and gives a presentation, then it gets posted publicly. Verbatims: there are hundreds of them, will find out from Mike best way to include.