



LEBANON DIVERSITY, EQUITY, AND INCLUSION COMMISSION

APRIL 5, 2022 - 6:00 PM

COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE

1. Call to Order

The April 5, 2022, Diversity, Equity & Inclusion Commission (DEI) Meeting is hereby called to order.

2. Approval of Minutes

A. March 15, 2022

3. Old Business

A. Report out regarding assignments

- Review of City policies, Codes, and Charter regarding equity
- Plans for recruiting a Juneteenth steering committee
- Reporting on ICNA Webinar

B. Liaison status reports

- Hartford Committee on Racial Equity and Inclusion (HCOREI)
- Lebanon Arts & Culture Commission
- Lebanon School District

4. New Business

A. Discussion and review of how other DEI or similar committees operate their agendas. Members of the Commission will provide feedback from their research on this issue.

B. Discuss proposed definitions relative to diversity, equity, and inclusion.

5. Open to the Public

Any member of the public who desires to speak on any item may do so when the item is taken up by the Council and will be allowed to speak on the subject for not more than three minutes. **(Note: Speakers are asked to state their name, ward of residence, and to use the microphone provided.)**

6. Future Agenda Items

A. Update Lebanon DEI website with equity-related resources and information (transportation, housing, demographics, health, human services)

- B. Highlight and enhance the understanding of different groups in the City
 - Share stories and videos in the City's newsletter and website
 - Multicultural festival
- C. Receive reports from the City Manager and Councilor Hill regarding the City's Race Equity And Leadership (REAL) training program and core city staff diversity team
 - Discuss potential collaborative efforts and joint mission vision
 - Discuss cooperative relationship with the City's administration
- D. Establish relationships and cooperative efforts with the private sector and nonprofit entities in the Upper Valley relative to their DEI initiatives.

7. Other Business

8. Adjournment

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do so by going to [LebanonNH.gov/Live](https://lebanonnh.gov/live) where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

DRAFT

**CITY OF LEBANON
DIVERSITY, EQUITY & INCLUSION COMMISSION
March 15, 2022 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL or
Remote Via Microsoft Teams: [LebanonNH.gov/LIVE](https://lebanonnh.gov/LIVE)**

MEMBERS PRESENT: Chair Renee DePalo; Vice-Chair Emily Walton; Secretary Richard Ford Burley; Bise Wood Saint Eugene; Devin Wilkie (City Council Rep.); Nancy Graham; Karen Liot Hill (City Council Rep.); Keiselim Montas; Tia Winter

MEMBERS ABSENT:

STAFF PRESENT: City Manager Shaun Mulholland

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3 **1. CALL TO ORDER/PLEDGE OF ALLEGIANCE:**
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5 Chair DePalo called the meeting to order at 6:00 pm.
6

7 **2. APPROVAL OF MINUTES:**
8

9 A. March 1, 2022
10

11 *A MOTION by Devin Wilkie to approve the minutes of the meeting, as presented, with one correction.*
12 **The Motion was approved (8-0).*
13

14 **3. OLD BUSINESS:**
15

16 A. **Discuss further defining the goals and objectives of the DEI Commission**
17

18 Vice-Chair Emily Walton provided a synopsis on the plan that was circulated to the commission and
19 included in the packet for this meeting. Generally characterized as a “master plan,” the intent is to refine
20 the goals and objectives of the commission based on the three letters in the name, DEI. Vice-Chair
21 Walton proposed this to be a collaborative effort regarding how the commission will want its goals and
22 objectives to look based on what the group has done and has plans to do.
23

24 Chair DePalo noted that having all of these points out on paper is helpful to move forward. She began by
25 addressing the commission’s mission and asked if there were any issues with it or revisions that should be
26 made. Bise Wood Saint Eugene wanted to address rule conformity. There was discussion for clarification.
27 There was a proposal to start each meeting with a discussion question to allow for the group to maintain
28 its practice of nonconformity. There was a suggestion from a member of the public, Kathy, to look at how
29 other commissions do their meetings.
30

31 City Manager Mulholland noted that this commission was created to be as broad as possible so that
32 members would not be limited. Councilor Wilkie agreed and said that with the given latitude, the
33 commission can now narrow in a way that does not necessarily conform statutorily. Vice-Chair Walton
34 proposed that during the longer meetings of the month, the group would take the final half-hour of the
35 meeting for open discussion. Nancy Graham also pointed out that the group is still new and learning how

1 to work together. Chair DePalo, noting time constraints, told the group to come back to the next meeting
2 with some research on how other DEI Commissions are doing things.

3
4 **B. Report out regarding assignments**

5
6 **1. Review of City policies, codes, and charter regarding gender-neutral terms**

7
8 Secretary Ford Burley read the first paragraph of his draft which stated: “equity is a goal based on the
9 idea that every person deserves to have a fair chance to success and begins with the acknowledgement
10 that this has not been the case for all. Seeking equity means taking into account historical and present-day
11 disparities in privilege and access to resources in order to create fair outcomes for all. In a system where
12 the status quo privileges some communities over others, any policy or legislation that maintains the status
13 quo will be inequitable and therefore sometimes, not always, seeking equity. Seeking equity requires that
14 resources be shared preferentially in order to account for these past and present disparities.” He
15 proceeded to synopsise the structure of his proposal and suggested it be provided to the City Council.
16 There was further discussion on the purpose and procedures moving forward for the draft policies.

17
18 **2. Plans for recruiting a Juneteenth steering committee**

19
20 Councilor Liot Hill began by saying she believes she needs to write a blurb for the newsletter. Chair
21 DePalo clarified what a member of the community would do if they wanted to partake. City Manager
22 Mulholland stated that community members would reach out to the city and be directed from there.

23
24 **3. Reporting on ICNA Webinar**

25
26 **4. NEW BUSINESS:**

27
28 **A. Read and approve statement for the one-year anniversary of the Atlanta Spa**
29 **Shootings**

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31 There was discussion on the specification of Asian Americans and Pacific Islanders versus Pacific and
32 Asian Americans. There was also discussion about not stating the manner of homicide and rather just
33 stating the victims were murdered. The group also confirmed available resources for victims of crimes.

34
35 **B. Discuss city process for handling language translation**

36
37 **C. Liaison Status Reports**

38
39 **1. Hartford Committee on Racial Equity and Inclusion (HCOREI)**

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41 **2. Lebanon Arts & Culture Commission**

42
43 **3. Lebanon School District**

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45 **5. OPEN TO THE PUBLIC:**

46
47 Barbara Hirai told the committee to keep up the good work.

48
49 **6. FUTURE AGENDA ITEMS:**

50
51 **A. Update Lebanon DEI website with equity-related resources and information**
52 **(transportation, housing, demographics, health, human services)**

1
2 **B. Highlight and enhance the understanding of different groups in the city**

3
4 **1. Share stories and videos in the city's newsletter and website**

5
6 **2. Multicultural festival**

7
8 Councilor Liot Hill updated the commission that the Lebanon Opera House is very interested in
9 incorporating the Multicultural Festival into the Nexus Festival in August.

10
11 **C. Receive reports from the City Manager and Councilor Hill regarding the City's**
12 **Race Equity and Leadership (REAL) training program and core city staff diversity**
13 **team**

14
15 **1. Discuss potential collaborative efforts and joint mission vision**

16
17 **2. Discuss cooperative relationship with the City's administration**

18
19 **D. Establish relationships and cooperative efforts with the private sector and nonprofit**
20 **entities/employers in the City/Upper Valley relative to their DEI initiatives**

21
22 **7. OTHER BUSINESS:**

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24
25 **8. ADJOURNMENT:**

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27 Chair DePalo adjourned the meeting at 7:30 pm.
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29

Definitions from the Lebanon Diversity, Equity, and Inclusion Commission

Diversity is the presence of differences in dimensions of human identity resulting from social and ethnic backgrounds as well as gender, sexual orientation, and other traits. Examples of diversity may include, but are not limited to, race, age, gender, (dis) ability, religious beliefs, sexual orientation, ethnicity, national origin, citizenship, socioeconomic status, housing status, marital status, language, political perspective, and or other ideologies.

Equity is the fair and just allocation of resources, access, and opportunities in such a way that all persons have what they need to succeed, grow, contribute and be represented at all levels of society. Equity refers not to providing identical resources to each individual but to distributing them based on the needs of each individual so that they have a similar opportunity to engage effectively with their surroundings.

Inclusion is the intentional, ongoing effort to ensure that diverse individuals have equitable access and involvement in community and governance. As an action, it entails welcoming, supporting, respecting, and valuing diverse individuals and groups for their unique contributions and perspectives, while ensuring none are structurally excluded from presence, belonging, and participation with dignity.