



LEBANON DIVERSITY, EQUITY, AND INCLUSION COMMISSION

JULY 18, 2023 - 6:00 PM

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

1. Call to Order

- A. The July 18, 2023, Diversity, Equity & Inclusion Commission (DEI) Meeting is hereby called to order.

2. Approval of Minutes

- A. - May 16, 2023
- June 20, 2023

3. Old Business: None

4. New Business

- A. Visit from Sherry Boschert, Electric Vehicle Subcommittee of the Lebanon Energy Advisory Committee, to discuss grant for EV charging stations and equity
- B. NEXUS Festival planning
- C. Planning for Equity Plan stakeholder brainstorming session
- D. Update on Environmental Equity Task Force

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 Commission 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

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 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
May 16, 2023— 6:00pm
COUNCIL CHAMBERS, CITY HALL or
Remote Via Microsoft Teams: LebanonNH.gov/LIVE

MEMBERS PRESENT: Richard Ford Burley (Secretary); Keiselim Montas (Public Representative); Alisha Robinson (Public Representative); Bise Wood Saint Eugene (Vice-Chair); Simone Whitecloud (Public Representative Alternate) (via telepresence); Devin Wilkie (City Council Representative)

MEMBERS ABSENT: Karen Liot Hill (City Council Representative); Emily Walton (Chair); Tia Winter (Public Representative); Karen Zook (City Council Alternate)

STAFF PRESENT: Shaun Mulholland (City Manager)

1. CALL TO ORDER

The May 16, 2023, Diversity, Equity & Inclusion Commission (DEI) Meeting was called to order by Vice Chair Bise Wood Saint Eugene.

2. APPROVAL OF MINUTES

A. April 18, 2023

A MOTION by Devin Wilkie to approve the minutes of the meeting, as presented. Alisha Robinson seconds The Motion.

**The Motion is approved unanimously.*

3. OLD BUSINESS

A. Refine recommendations to the City Manager for the City's Strategic Plan

The Commission discussed the City's Strategic Plan for Social Health and Justice, item by item, covering items 9.1-9.5 on the plan. At item 9.5, the Commission paused discussion of the Strategic Plan to discuss environmental justice with Andrew Garthwaite and Mary Maxfield from the Tree Advisory Board, both in attendance. Vice Chair Bise Wood Saint Eugene recognized Mr. Garthwaite and Ms. Maxfield, who attended in order to discuss a federal grant they are applying for to help plant trees to alleviate heat islands in Lebanon. Item 9.6 of the Strategic Plan will be discussed at next meeting.

B. Discuss strategy regarding the development of a citywide equity plan

Item postponed due to time constraints.

C. Discuss the concept and development of environmental justice

Item postponed due to time constraints.

D. Review "History of Lebanon" by City Historian Nicole Ford Burley

Item postponed due to time constraints.

E. Discuss Juneteenth planning

Alisha Robinson presented the status of Juneteenth events planning. The Saturday, June 17 Lyman Park event has been confirmed for 2-4:30pm of that day, and the educational movie night planning, scheduled for Monday, June 19, is still underway. Ongoing efforts to reach out are underway for more participants and funding support for the events.

4. NEW BUSINESS

No new business to report.

5. OPEN TO THE PUBLIC

No discussion.

6. FUTURE AGENDA ITEMS

7. OTHER BUSINESS

8. ADJOURNMENT

Vice Chair Bise Wood Saint Eugene adjourned the meeting at 7:03pm.

Respectfully submitted,
Richard Ford Burley, DEI Commission Secretary

DRAFT

CITY OF LEBANON
DIVERSITY, EQUITY, & INCLUSION COMMISSION
June 20, 2023— 6:00pm
COUNCIL CHAMBERS, CITY HALL or
Remote Via Microsoft Teams: LebanonNH.gov/LIVE

MEMBERS PRESENT: Richard Ford Burley (Secretary); Karen Liot Hill (City Council Representative); Keiselim Montas (Public Representative); Alisha Robinson (Public Representative); Bise Wood Saint Eugene (Vice-Chair); Devin Wilkie (City Council Representative)

MEMBERS ABSENT: Emily Walton (Chair); Simone Whitecloud (Public Representative Alternate); Tia Winter (Public Representative); Karen Zook (City Council Alternate)

STAFF PRESENT: Shaun Mulholland (City Manager)

1. CALL TO ORDER

The June 20, 2023, Diversity, Equity & Inclusion Commission (DEI) Meeting was called to order by Vice Chair Bise Wood Saint Eugene at 6:00pm.

2. APPROVAL OF MINUTES

No minutes were approved at this meeting.

3. NEW BUSINESS

A. Discuss strategy regarding the development of a citywide equity plan

Brainstorming took place on the process for creating a citywide equity plan. The Commission will hold a stakeholder brainstorming meeting on 26 July 2023, 5:30-7:30pm. The Commission will create a list of stakeholders and contacts to reach out to and invite on SharePoint, for all members to add to. The City Manager will send letters to contacts, and will follow up with phone calls. City Councilor Karen Liot Hill will work on planning the meeting agenda and creating a facilitator guide, tasks which City Councilor Devin Wilkie and Commission member Alisha Robinson have offered to assist with if necessary.

B. Review "History of Lebanon" by City Historian Nicole Ford Burley

The Commission has no notes for improvement of the history. The City Historian will direct the City to put the text on the City's website.

C. NEXUS Multicultural Festival planning

The Commission briefly discussed items to bring up at the next NEXUS planning meeting.

D. Juneteenth post-event discussion

Alisha Robinson reported back on the successes and challenges of this year's Juneteenth events. A weather delay of one day caused problems, but not as many problems as the weather would have in the absence of a delay. Co-op has pledged continuing support for City Juneteenth events so long as they take place. The double dutch station was very popular, leading to suggestions for performers at next year's celebration. They may try to have the 2024 June 19th movie night outdoors in Colburn park as it is a Wednesday next year. Ms. Robinson also reports the potential for expanded coordination with Claremont and Queechee at next year's event.

E. Determine budget requests

Item postponed due to time constraints.

5. OPEN TO THE PUBLIC

No discussion.

6. FUTURE AGENDA ITEMS

7. OTHER BUSINESS

8. ADJOURNMENT

Vice Chair Bise Wood Saint Eugene adjourned the meeting at 7:00pm.

Respectfully submitted,
Richard Ford Burley, DEI Commission Secretary

City of Lebanon, New Hampshire

City Equity Plan Resources

Thank you for taking part in this effort by the City of Lebanon and the Lebanon Diversity, Equity, and Inclusion Committee to begin to develop a City Equity Plan. The following fact sheet is intended to provide a shared baseline of information and prepare participants for Equity Plan brainstorming and development. Though none of this is required reading, we hope you will take the time to explore some of the information and provided links.

What is DEI?

DEI stands for Diversity, Equity, and Inclusion, which we define as follows:

Diversity is the presence of differences in dimensions of human identity. Dimensions of diversity may include, but are not limited to, race, age, sex, gender identity, gender expression, (dis)ability, religious beliefs, sexual orientation, ethnicity, national origin, immigration status, citizenship, socioeconomic status, housing status, marital status, language, and political perspective.

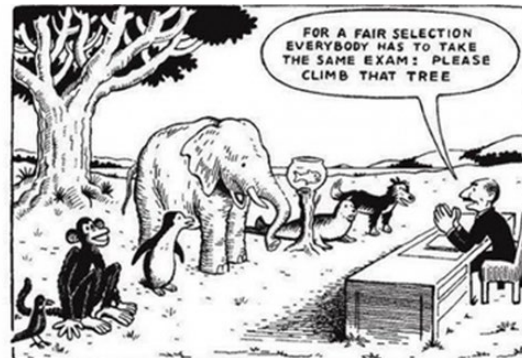
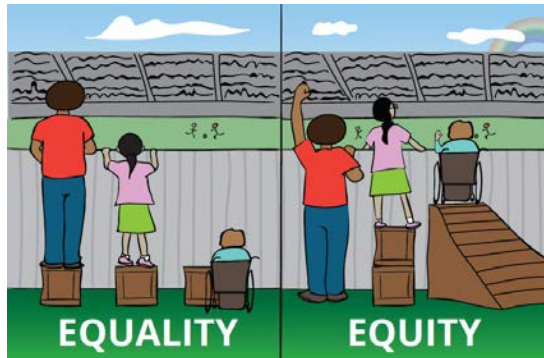
Equity is the fair and just allocation of resources, access, and opportunities in such a way that all persons have what they need to succeed, grow, contribute and be represented in all parts of society. Equity refers not to providing identical resources to everyone but to distributing resources and opportunities based on each person's needs.

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

Some groups may use acronyms that include additional letters, such as A for **Accessibility** or B for **Belonging**. These are both important components of DEI and should be considered, though they may or may not be considered as part of the other terms in the name.

What is an Equity Plan?

Equity refers to conditions in which all people are able to participate and thrive to a similar degree. While this may sound similar to equality, the two are not the same: equality refers to an exact sameness in providing goods and services. Consider the following images:



In the first image, the panel to the left illustrates equality: each individual is given the exact same service, regardless of their needs. In a fully just society, this may be sufficient, but in practice the needs of many members of the community are not being met. The panel to the right thus shows an equitable distribution of services, such that the opportunity for each individual to reach their goals can be met.

In an ideal circumstance, the barrier to accessibility — in this illustration, the fence — would be removed, eliminating the need for accommodations. Until that is achieved, though, equity ensures each individual is able to participate fully in their community.

The second image illustrates the need for distinct solutions in addressing social challenges. Because of the varied strengths and abilities of each member of our community, a uniform measurement of success is not sufficient to gauge success or effectiveness. Each individual must be acknowledged and appreciated for their particular strengths, abilities, accommodations, and support needs.

An equity plan strives to address these particular challenges: first, it must recognize the barriers to fair and full participation by all members of our community. Second, it must develop a strategy for addressing those barriers. It does not need to anticipate every possible need for an accommodation, but it should provide direction for acknowledging and accepting those needs and providing accommodations. Third, it should envision what success will look like. This is not going to be a one-size-fits-all model, but will comprise a multitude of perspectives.

An equity plan should not focus solely on accessibility. For a community to be truly welcoming, it should include not only the removal of barriers but also the systems that allow individuals to feel a sense of belonging in their community. Our equity plan should envision a Lebanon in which everyone's needs are met, but also one in which every resident and visitor can feel a sense of pride, inclusion, and belonging.

Equity Plan Brainstorming Questions for Participants

Brainstorming Session

Wednesday, July 26, 2023

5:30 PM – 7:00 PM

Council Chambers, City Hall, Lebanon, NH

Please consider the following questions, which will form the basis for our brainstorming session:

Where are the gaps to equity in our community?

What should we do to improve equity in our community?

How will we know we are successful in creating an equitable community?

City of Lebanon Statistics, Census (2000) and American Community Survey (2009, 2019)

	2000	2009	2019
Total Population	12,568	12,762	13,623
Born outside the U.S., proportion of total population	5.8%	10.1%	9.4%
Age, proportion of total population			
Under 18 years	22.6%	19.8%	16.4%
18 to 34 years	24.2%	28.8%	29.2%
35 to 64 years	39.0%	37.6%	34.3%
65 and over	14.3%	13.8%	20.1%
Race and Ethnicity, proportion of total population			
American Indian / Alaska Native	0.4%	0.0%	0.1%
Asian American	2.6%	4.4%	6.6%
Black or African American	0.8%	2.6%	2.0%
Hispanic or Latino	1.6%	3.4%	5.2%
Native Hawaiian / Pacific Islander	0.0%	0.0%	0.0%
White	93.4%	88.0%	85.1%
Educational Attainment, proportion of population 25 years and over			
Less Than High School	10.0%	7.8%	7.2%
High School / GED or more	90.0%	92.2%	92.8%
Some college or more	57.8%	68.1%	72.3%
Bachelor's degree or more	35.0%	44.6%	53.6%
Master's degree or more	15.0%	21.8%	29.7%
Professional school degree or more	6.2%	10.1%	11.3%
Doctorate degree	2.9%	3.4%	6.0%
Living in Poverty*, proportion of each age group			
Under 18 years	15.2%	10.4%	19.9%
Age 18-64	6.7%	8.4%	10.7%
Age 65 and over	8.1%	9.2%	5.8%

* Poverty status is determined for all persons except those institutionalized, living in military group quarters and college dormitories, and unrelated individuals under 15 years.

Executive Summary of Lebanon 2022 Discrimination Survey Results

In the Fall of 2022, the DEI Commission conducted a survey to understand people's experiences with discrimination in our City. More than 100 residents and visitors completed the survey. In sharing these results, we remained as true as possible to people's exact wording without compromising meaning.

Nearly half of the respondents (48%) had lived in the Upper Valley for 20 years or more, and 85% were either **very satisfied or satisfied** with Lebanon as a place to live or visit. The racial demographics of respondents was quite similar to that found in Lebanon overall, with some underrepresentation among white respondents.

We asked about various categories of discrimination and found that **most people do not experience discrimination very often or ever**. Those that do experience discrimination often (every day, once a week, and a few times a month), report being **treated with less courtesy and respect**; they **receive poorer service than others in restaurants and stores**; and people **act as if they are not smart and as if they are better than them**. Overall, people who live and visit Lebanon are **seldom insulted, threatened, or harassed**.

Those who had experienced discrimination attributed it to the following reasons, beginning with the most frequent responses:

- Age
- Gender
- Race or ethnicity
- Skin color
- Accent
- Body type or build
- Ancestry
- Sexual identity or sexual orientation
- Education or income
- Religion
- A disability

Other responses include introversion, pregnancy, coming from someplace else, being conservative, low income, differing opinions, white hair, being single, being childless, having broken English, or the way they carry themselves.

Additional Links:

Feel free to review these links at your convenience, if you are interested in reading more about DEI, Equity Plans, or trends in Lebanon and the Upper Valley in general. None of these are required reading, but they are all informative and may inspire additional ideas.

[Lebanon DEI Commission's 2022 Discrimination Survey Results](#)

[Selected Summary of Community Health Needs Assessment Results](#)

Selected Other Equity Plans:

[City of Dallas, TX 2022-2023 Racial Equity Plan](#)

[City of Golden Valley, MN Equity Plan](#)

[City of Asheville, NC Equity Dashboard](#)