



**LEBANON DIVERSITY, EQUITY, AND INCLUSION  
COMMISSION  
DECEMBER 17, 2024 - 6:00 PM  
COUNCIL CHAMBERS, CITY HALL OR  
REMOTE VIA VIRTUAL PLATFORM  
LEBANONNH.GOV/LIVE**

---

**1. Call to Order**

- A. The December 17, 2024, Diversity, Equity & Inclusion Commission (DEI) Meeting is hereby called to order.

**2. Approval of Minutes**

- A. November 19, 2024

**3. Old Business: None**

**4. New Business**

- A. City of Lebanon as a Disability-Friendly City Resolution
- B. Recommendation to the City Council to Adopt the Public Housing Model of Montgomery County, Maryland to Create Inclusive Housing for All Income Levels
- C. Affirming Spaces Project Presentation – Determine location, time, and date

**5. Open to the Public**

- A. 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](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**  
**November 19, 2024— 6:00pm**  
**COUNCIL CHAMBERS, CITY HALL or**  
Remote Via Microsoft Teams: LebanonNH.gov/LIVE

**MEMBERS PRESENT:** Richard Ford Burley (Secretary); Keiselim Montas (Public Representative); Bise Wood Saint Eugene (Chair); Simone Whitecloud (Public Representative Alternate, as Public Representative); Tia Winter (Vice-Chair)

**MEMBERS ABSENT:** Karen Liot Hill (City Council Representative); Devin Wilkie (City Council Representative); Karen Zook (City Council Alternate)

**STAFF PRESENT:** Deputy City Manager David Brooks

-----  
**1. CALL TO ORDER**

The November 19, 2024 meeting of the Diversity, Equity & Inclusion Commission (DEI) was called to order by Chair Bise Wood Saint Eugene at 6:00pm.

David Brooks left the meeting after explaining legal details of public meetings under RSA 91-A.

**2. APPROVAL OF MINUTES**

*A MOTION by Tia Winter that the DEI Commission approve the minutes of the October 15, 2024 meeting of the DEI Commission as presented.*

*Seconded by Richard Ford Burley.*

*\*The Motion was passed unanimously.*

**3. OLD BUSINESS**

No old business was discussed.

**4. NEW BUSINESS**

**A. Process for Lebanon to Become a Certified Disability-Friendly City**

Dr. Kendra LaRoche from the Special Needs Support Center (SNSC) attended the meeting to present about the possibility of Lebanon becoming a certified Disability-Friendly City. She presented a draft resolution that could be recommended to the City Council, as a “visionary” first

step. Next she presented a series of practical goals that could be implemented by the City, and which the SNSC could assist with. After that she discussed money, and how the city could afford to implement some of these programs. SNSC would assist in writing the grants to pay for their own services and for the implementation of programs and upgrades. Dr. LaRoche remains optimistic about the opportunities for grants to fund this work. Secretary Richard Ford Burley spoke about connecting with the City Manager and head of the Planning Department about actions already being taken behind the scenes, and agreed to use that information to workshop a resolution that would stand a good chance of passing at the City Council level. Commission members discussed the different options presented and asked questions about the program. In general, the Commission agreed that this would be a good program to move forward with. Dr. LaRoche explained that SNSC is already working with around thirty local businesses to help them receive a disability-friendly certification, many of which are close to the end of that certification process. Dr. LaRoche also explained that the certification also extends beyond ADA accessibility to autism and mental health friendliness as well.

***A MOTION by Richard Ford Burley that the DEI Commission work with the SNSC to develop a resolution on disability inclusivity to present to the City Council and to work with the SNSC on the initial phases of a program to become a certified disability-friendly city.***

***Seconded by Keiselim Montas.***

***\*The Motion was passed unanimously.***

## **B. Affirming Spaces Project Presentation – Determine location, time, and date**

Item postponed.

## **5. OPEN TO THE PUBLIC**

No comments were offered by the public.

## **6. OTHER BUSINESS**

Bise Wood Saint Eugene brought to the attention of the DEI Commission a news piece about a funding model being used in Hinsdale, Maryland to build public housing projects. It is also being used in other cities around the country. Richard offered to look into the model and see how it works, with an eye to possible replication in Lebanon.

## **7. ADJOURNMENT**

Chair Bise Wood Saint Eugene adjourned the meeting at 6:42pm.

Respectfully submitted,  
Richard Ford Burley, DEI Commission Secretary

**Resolution on Lebanon as a Disability Friendly City**

WHEREAS, the Lebanon City Council recognizes that, for the City of Lebanon to truly thrive, every community member must be able to fully and meaningfully participate in every aspect of public life, from civic to economic to recreational, and

WHEREAS, the Lebanon City Council recognizes that proactively working to remove barriers to that full and meaningful participation for disabled members of the community is of vital importance to achieving that goal,

NOW, THEREFORE, BE IT RESOLVED THAT, the Lebanon City Council commits to pursue the following preliminary disability inclusion actions, which will take the City of Lebanon beyond the minimum legal ADA requirements:

Section 1: The Lebanon City Council encourages local businesses and organizations to become Certified Disability-Friendly to create a community of belonging for all, and

Section 2: The Lebanon City Council encourages the City to adopt best practices that will help it to serve as a model for disability inclusion in the business sector, and

Section 3: The Lebanon City Council encourages the City to strive for inclusive and accessible spaces and events including:

- accommodations language on public signage
- accommodations language on invitations and registrations for all events hosted and sponsored by the City,
- requests for accommodations language to be used on invitations and registrations for events the City speaks at and/or co-sponsors, and

Section 4: The Lebanon City Council commits the City to conducting internal checks and creating improvement plans that will be implemented over time to ensure accessibility and disability inclusion in:

- Employment practices, encompassing but not limited to accommodations,
- Talent recruitment and retention policies,
- Facilities, promoting universal design whenever possible, and
- Websites, promoting accessibility whenever possible.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2024 at Lebanon, New Hampshire.