



Diversity, Equity, Inclusion (DEI) Committee Meeting
January 16, 2025, 1:00 pm
Via ZOOM Webinar or In Person

Video: <https://zoom.us/join>
Meeting ID: 854 7445 1514
Passcode: 734192

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MINUTES

1. Meeting was called to order at 1:00pm by chair, Iolando Spinola

2. Roll Call: Iolando Spinola, Steven Santeusanio

OCPC Staff: Mary Waldron, Charles Kilmer, Megan Fournier, Bill McNulty, Jason DesRosier, Ray Guarino, Elise Prince, Matt Dyer, Nick Giaquinto, Shawn Bailey, Andrew Vidal, Guoqiang Li, Rhiannon Dugan, Don Sullivan, Laurie Muncy, Kyle Mowatt, Paul Umano

3. August 2024 Meeting Minutes: Unanimous Approval

4. Mary Waldron brought up that the Bylaws Committee met the day prior to review bylaws and noted that the DEI committee had not officially been adopted within the document. The committee provided staff the opportunity to develop verbiage to be added. **The following were reviewed by today's committee members: Unanimous Approval to be added to the Bylaws with the knowledge that it can be reviewed and updated in the future.**

- Regarding the section for the Purpose of the Organization: *The organization and the Council are committed to incorporating the values of diversity, equity, and inclusions ("DEI") in the governance and operations of Old Colony Planning Council. These values shall be codified in a DEI policy adopted by the Council. Reference: <https://nonprofitlawblog.com/governance-documents-diversity-equity-inclusion-nonprofits/>*
- Jason DesRosier brought up the idea of determining specifics to what our values would be
- Regarding the Committee Section summary: *"The Diversity, Equity and Inclusion (DEI) Committee made up of Council and staff shall meet as necessary. It is the function of the DEI Committee to intentionally work collaboratively across the organization and region utilizing an equity lens to review and shape policies and practices, identify appropriate resources, implement programs, and issue directives to advocate for and advance equity." Source: <https://personnel.saccounty.gov/Documents/DEI/DEI-CabinetBylaws.pdf>*
- It was discussed that we should determine who will be the voting members of the committee. This references to the fact the committee is made up of both Council and Staff – do all staff get a vote or do we cap it? This will be discussed at the next meeting.

5. Current Initiatives OCPC has been taking:

- Nick Giaquinto discussed the revamping of the CEDS Committee by taking a deeper look at the committee members and researching potential people or color and underrepresented groups not at the table. Iolando had assisted with providing some ideas of people to reach out. A few have agreed to join and he is still working on outreach.
 - Additionally, the CEDS Bylaws are being reviewed and will include verbiage similar to what OCPC adopts within their document.
 - Mary discussed that we will also be doing this for our other committees within the organization.
 - We don't have control over members that are appointed by communities but we can encourage and look for others to be involved in other ways.
- We will be holding an all-staff meeting at the end of January that Council members will be invited to. Along with updates and notices there will be a focus regarding our mission statement and goals to think about all perspectives of the work our organization does.

- We are looking for different trainings available. The AAA staff was required to attend 2-day in person trainings that David found valuable being in the room with others to hear their perspectives. It was also more engaging.
 - We hope to make more of an effort to actively look for trainings and send them to all staff. It is our plan to make attending a training at least once a year mandatory for all staff.

6. Other strategies OCPC can be taking

- Jason DesRosier discussed that many smaller organizations that provide grants have started to make a larger focus of providing to funding that puts more weight on EJ communities, DEI, etc. OCPC taking a deeper dive into these initiatives could provide new outlets to funding.
- Iolando discussed as well the grants that can be applied for that focus on these initiatives. For example T4MA.
- Megan Fournier discussed the initiative to increase our communications strategy regarding celebrating special months through social media, newsletters, and other outlets for months such as Black History Month, AAHPI, Women's month etc. If staff and Council can provide suggestions for those we can honor from the past or amplify people currently in our communities. Iolando discussed the idea of taking those that don't typically get celebrated to be focused on.

7. Meeting adjourned at 1:45pm