TOWN OF KITTERY
Diversity, Equity & Inclusion Committee

January 10, 2023
5PM

Rice Public Library
8 Wentworth Street
Kittery ME

MINUTES

In attendance: Meghan Dunn ,Annie Cicero, Carrigan Cyr, Russel White, Kendra Amaral, Haley Mock, Jason Garnham, Gerri Luke, CiCi Nielsen, Celeste Bragg, Barbara Scott, Bruce Mallory, Erin Kempster

1. November Minutes approved
2. Review the charge:
   a. Inquiry regarding when the current open seat for a citizen at large would be filled. There is an interview scheduled in the near future.
   b. Conversation surrounded ways the committee could better focus on its charge. Suggestions to look into the Executive Summary of the Comprehensive Plan before the re-evaluation begins this year.
3. Any Objectives for the upcoming year:
   a. Collect and synthesize data from the community through the upcoming survey
      i. How do we reach the people not feeling included in the community?
         1. Discussion included engaging local groups that work directly with the wider population.
         2. Getting physical copies of the survey into locally active places.
         3. Reaching high school students - making those available in several languages.
   b. The committee would like to commit to reviewing the Executive Summary of the Evaluation plan. Breaking it down into pieces to review at each meeting.
   c. Host meaningful community engagement opportunities
      i. One per quarter
      ii. Celebrating current DEI engagement in Kittery
4. Review of the Survey:
   a. The group offered feedback on wording and order of questions, and including questions on more varied identities such as sexual orientation, ability, religion, etc.
   b. Suggested to do a "test drive" or beta test of the survey before releasing it.
   c. Conversation about where to collect data on locally spoken languages.
   d. Kendra will apply the feedback and send a new draft out before the next meeting for review, at which point the committee will create a timeline to release the survey.

Next meeting February 14 at 5:00 in the Rice Public Library.