



## Diversity, Equity & Inclusion Ad Hoc Committee

**November 15, 2022**

**5PM**

**Kittery Community Center**

1. Review Draft Minutes
  - a. October 11, 2022
2. Mission Statement
  - a. Affirm mission statement

*“Creating a safe, welcoming, and inclusive community that celebrates difference, where everyone is empowered and all voices count.”*

3. Open Committee Seat
4. Public Input/Outreach
  - a. Review draft survey questions
5. Information on Traip Civil Rights Team Project – mural and land acknowledgement
6. Community Suggestions, Issues, Information
  - a. Resources for community members
7. Next Steps

**Next Meeting: December 13, 5PM**

### **Materials:**

- Draft October 11, 2022 Minutes
- Draft Survey Questions



**TOWN OF KITTERY**  
**Diversity, Equity & Inclusion Committee**  
**October 11, 2022**  
**5PM**  
**Kittery Community Center**  
**120 Rogers Road**  
**MINUTES**  
**DRAFT**

In attendance: Co-Chair Emily Flinkstrom, Bruce Mallory, Celeste Bragg, Annie Cicero, Judy Spiller, Russell White, Erin Kempster, Co-Chair Meaghan Dunn, Barbara Scott, Carrigan Cyr, Robert Richter, Adam Causey, Gerri Luke.

Rory (?), Lane (?)

1. September 13 minutes approved with two edits on attendance.
2. Group gave feedback on Understanding and Preventing Hate-Based Activity:
  - Great turnout! Especially from Kittery residents.
  - Committee interested in a follow up e-mail from NH Listens with contact information for local attendees to encourage continued conversation and action.
  - Some members heard feedback and questions directed toward DEI committee about how to get more involved, or how they can get more information about the committees.
  - Members agreed the committee should not appear to be exclusive.
  - Committee showed interest in offering further training on how to respond to hate motivated activity.
    - i. Meaghan is trying to put together a class with another community member that would be offered through Kittery Adult Education focused on this kind of training. There was not enough interest for this session, but hopeful for the next session. Will update committee as more information comes in.
    - ii. Discussion centered around DEI Committee Table set up at the event
    - iii. Suggestion for more detailed signage around future public displays
    - iv. Narrower questions may result in better response rate
    - v. Offer a handout with glossary of terms used in DEI space
    - vi. Offer the option of a “scale” response where people can place a marker on a continuum to indicate feedback.
3. Reviewed draft mission statement. Mission statement to be finalized at the next meeting.
  - *Creating a safe, welcoming, and inclusive community that celebrates difference, where everyone is empowered and all voices count.*
4. Public Outreach

- Table approved for community market, dates have not yet been set.
- The committee is interested in setting up a table in the community center on Election Day. Meaghan will send out an email to set up a schedule for volunteers to man the table.
- Further discussion on putting together a survey for the community. Bruce suggested creating a subcommittee. The subcommittee will consist of Bruce Mallory, Judy Spiller, Barbara Scott, and Erin Kempster

#### 5. Other

- Committee member brought up question about what to do with information or suggestions provided to committee members by the community.
- It was decided that there would be a standing agenda item to discuss any pertinent information, suggestions, or issues from the community. That information will be reflected in the minutes going forward.
- Committee members also suggested gathering resources to offer to people in these situations.

**TOWN OF KITTERY**  
**COMMITTEE ON DIVERSITY, EQUITY, AND INCLUSION<sup>1</sup>**

November 2022

At its March 14, 2022 meeting, the Town Council established the Diversity, Equity & Inclusion Committee (DEI Committee). The purpose of the DEI Committee is create a safe, welcoming, and inclusive community that celebrates differences, where everyone is empowered and all voices count.

The Committee wants to hear from YOU! Please complete the survey below so we can understand how residents and those who work here view our community with respect to diversity, equity, and inclusion (definitions for these terms can be found [here](#)).

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(Responses to all questions below are on a 5-point scale—Strongly Agree, Agree, Not Sure, Disagree, Strongly Disagree)

**Q1: I believe that Kittery is a welcoming and inclusive community**

**Q2: I believe that others experience Kittery as a welcoming and inclusive community**

**Q3: I believe that discrimination and bigotry are a concern in Kittery**

**Q4: I have heard or witnessed credible stories about discrimination or bigotry in Kittery**

**Q5: Town leadership’s decisions reflect a commitment to diversity, equity, and inclusion in Kittery**

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<sup>1</sup> Information about the DEI Committee is found on the Town of Kittery’s website at <https://www.kitteryme.gov/diversity-equity-inclusion-committee>

**Q6: Town management and services respond appropriately to incidents of alleged discrimination or bigotry**

**Q7: I believe that Kittery businesses treat all customers, regardless of identity, with respect**

**Q8: Please rate the following town services and offices, on a scale of 1-5 (strongly agree, agree, not sure, disagree, strongly disagree).**

**I believe these services and offices treat all people equitably and with respect, regardless of their identity:**

**8a: Town management** \_\_\_\_\_

**8b: Kittery Community Center/Recreation Department** \_\_\_\_\_

**8c: Kittery Fire Department** \_\_\_\_\_

**8d: Rice Library** \_\_\_\_\_

**8e: Kittery Police Department** \_\_\_\_\_

**8f: Kittery Public Schools** \_\_\_\_\_

**8g: Kittery Public Works** \_\_\_\_\_

**8h: Kittery faith community** \_\_\_\_\_

**8i: Kittery health care providers** \_\_\_\_\_

**Q9: I feel a sense of belonging in Kittery**

**Q10: Should the Town of Kittery do more to address issues related to diversity, equity, and inclusion**

Yes \_\_\_\_\_ if yes, then #13

No \_\_\_\_\_

**Q10a: If you replied YES above, what are 1 or 2 steps you would recommend to be sure that Kittery is a welcoming and inclusive community for everyone?**

**Q11: Please describe 1-2 of the Town's strengths with respect to diversity, equity, and inclusion (open ended)**

**Q12: Please describe 1-2 challenges Kittery has with respect to diversity, equity, and inclusion: (open ended)**

**Demographic Questions:**

What is your racial/ethnic identity?

- Black /African Descent
- Indigenous /Native American
- Hispanic
- Asian /Pacific Islander
- White /European Descent
- Bi-racial /Multi-racial
- Other

What is your native language?

- English
- Spanish
- Other (please specify \_\_\_\_\_)

What is your gender identity?

- Male
- Female
- Transgender
- Other

What is your community role? (check all that apply)

- Live in Kittery
- Work in Kittery

Age

- under 20
- 21 - 30
- 31 - 45
- 46 - 60
- 61 - 75
- 75 +

(optional) I would like to stay informed about the Kittery DEI Committee's meetings, activities, and actions:

Name \_\_\_\_\_

e-mail \_\_\_\_\_

DRAFT