

CCRPC Equity Leadership Team Meeting Highlights

SEP 15, 2021

Next Steps

1. Interviews with Racial Justice & Equity leaders - Emma & Bryan (9/15 - 9/30)
2. Create timeline for work leading up to Nov 6 summit - The Creative Discourse Group (TCDG) (9/20)
3. Revise summit agenda and share with Equity Leadership Team - TCDG (9/18)
4. Create draft invitation and flyer for Nov 6 Summit - Emma & Bryan
5. Reschedule 9/15 learning session for 9/29 or 10/6 - Charlie
6. Schedule one more Equity Leadership Team meeting prior to Nov 6 summit - TCDG, Emma & Bryan

Meeting Highlights

1. Equity audit update

- a. Summary of audit due mid-October
- b. Final pieces to be completed
 - i. Document review
 - ii. Interviews with Racial Justice & Equity leaders around Chittenden County (interviews to be conducted by CCRPC staff member Emma and Bryan)

2. November 6 Planning for Equity Summit

- a. Summit Design
 - i. Broaden discussion beyond the idea of creating a standing equity committee to a conversation about how CCRPC and Chittenden County can systemize the focus on equity? And how can equity be integrated into the work CCRPC does with towns?
 1. Offer some possibilities for people to discuss, including creating a standing equity committee; hiring staff whose focus is on equity; embed a person on each planning project whose purpose is to focus on equity; appoint additional members to the CCRPC board who bring a racial equity and equity focus to the work;
 - ii. Consider adding an opportunity to discuss roles and partnerships
 1. Could CCRPC serve as a convener to help people discuss and take action to create more equitable outcomes for Chittenden County residents?
 2. How can we support and align various efforts across the municipalities?

- a. Different communities are in different places (lots of energy in Burlington and Winooski, some of the other municipalities are in a very different place).
 - b. Story of S. Burlington transportation plan (S. Burlington and CCRPC are both working on plans - how do we avoid that sort of duplication when it comes to equity work?)
 - 3. When we say “marginalized” or “underrepresented” be specific about who we are talking about.
 - 4. Offer specific strategies that could be helpful
- iii. Participants
 - 1. Staff & Board 30 - 40
 - 2. Partners 30
 - 3. Municipal equity committee leaders 10
 - 4. Underrepresented informal community leaders 30
- iv. Outreach
 - 1. Email/Flyer to CCRPC staff and partners (Emma and Bryan to create first draft)
 - 2. For community members
 - a. Mailings (translated simple flyer)
 - b. Phone calls
 - c. Hiring translators for the summit
- v. Accessibility plan
 - 1. Zoom access
 - a. Offer call in option
 - b. Partner with libraries to offer wifi and computer access for zoom
 - 2. Work with AALV to provide Translation
 - a. Need RSVP two weeks in advance so we know language needs, etc.
 - 3. Offer options for people who aren't able to participate on Nov 6
 - a. Survey & offer to talk with people by phone about summit
 - b. Simple questions
 - i. What is happening in your town
 - ii. Share key guiding questions and key themes from Summit
 - iii. Ask for ideas for how to operationalize
 - c. We could provide notes and action items to translators after the summit so they can translate those after the meeting and provide them to participants/others who couldn't make it - could schedule several phone calls with translators after the fact

4. Offer Stipends of \$100

3. September 15 Learning Session

- a. This was inadvertently scheduled during Yom Kippur. The session was moved to one hour earlier to avoid meeting after sundown. However, after some discussion, the Equity Leadership Team agreed to reschedule the session altogether and to be mindful about scheduling future events during important holidays. Nadia shared a link to UVM's [interfaith calendar](#) as a resource for scheduling future events.

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- Sometimes exclusionary practices can be cloaked in the guise of environmental protection