**Equity and Inclusion Committee Meeting Minutes**

**Friday, November 20,2020**

**9:00 - 10:30am**

**Welcome to Shaundell - 2 Min**

**Introductions – 5 min**

**Bekki Craig; Shaundell Diaz; Michele LaFleur; Keleigh Pereira; Heather Roy; Jena Duncan; Kelsey Wessels; Sharon Hall-Smith; Brooke Murphy**

**Committee Co-Chair – 2 min**

* Email Shaundell if interested in co-chairing
* Will finalize at December meeting and decide on one or more folks to co-chair

**Racial Equity Plan Goal: Lived Experience – 45 min**

* Full Plan Overview (Keleigh)
	+ Keleigh shared draft of racial equity plan – group has been meeting to come up with different goals
	+ Has been submitted to consultants
	+ Plan came from racial equity trainings that we had in late spring and then had three strategy sessions with community members in reference to that – thought through what community members wanted to see happen and connect work to CoC
	+ The priority areas that were developed by those folks were: CE System, Data Management, Organizational Training and Development Affordable Housing, Lived Experience, and Legislative Policy
	+ 1. CE System- access to CoC funded housing programs and connecting to broader system – CE Workgroup took on most of goal
	+ 2. Data Goal – ensure CoC’s population served reflects population, disparities in data – long term goal
	+ 3. Organizational Training and Development – more diverse and inclusive organization provide trainings and ensure People of Color or are at all levels in organization
	+ 4. Affordable Housing – increased availability of low barrier housing, reduce eviction and housing denials, and increase housing access – goal is big and beyond reach of CoC so involves working with community and other housing partners
	+ 5. Lived Experience – bring people with lived of homelessness in decision making roles
	+ 6. Legislative Policy –
	+ Comment/question: Want to center racial equity and also thinking intersectionally about gender and folks with disabilities, want to bring into perspective and think about we can leverage in our group together
		- Response: Centering racial equity to start for the CoC means engaging in equity for all. This committee still has opportunity to think about what they want to make sure they are working on here so making sure we bring intersectional piece to all of strategies we think about is important
* **Lived Experience Goal –**
	+ Background
		- Goal: Bring people withed lived experience into decision making roles
		- Everything we are going to be going over have to think about – roll out, education, outreach, outcomes, timeline
		- Make sure language is as racially explicit as possible
		- Groups should make reasonably about timeline and goals
		- Question- clarifying this goal is already set? Yes
	+ Key Activity 1 – Involve people with lived experience of homelessness who are racially diverse in work groups and committees and pay them
		- Action Steps: Establish a relationship with people with lived experience of homelessness who are racially diverse
			* \*\*\* increase # of POC in the Equity and Inclusion Committee
		- Action Steps: establish a set or orientation materials and ambassador/buddy relationships
		- Action Steps: Establish an advisory group or mostly people with lived experience
		- Create plans with incentivize and demonstrate values for broad experience in our work
	+ Outcomes are so we can measure result of the action steps and evaluate if achieving intention for racial equity
	+ Key Activity 2 – Make committee and work group structure more accessible through: child care, transportation, technology, and other supports
		- Find financial resources to support participation & technology (Pay people to come to meetings)
		- Involve more youth of color in the YAB
		- Consider Childcare program for committee meetings
		- Transportation
		- Comment: FRTA has as program Jena recommends
	+ Key Activity 3 – Train racially diverse people with lived experience to step into leadership roles
		- Conduct a focus group of needs of people with lived experience of homelessness & People of color to take these steps
		- Establish leadership training and create tools based on the b]feedback received in focus groups – include participants in creation and implementation of these plans
		- Make concerted CoC wide efforts to open up leadership roles & place this goal at the forefront of our written materials and strategies
	+ Discussion
		- Do have opportunity to pay for people to particulate but goal would be there is a fund from other agencies who are engaging people they are working or that we have small fund ourselves. Right now planned going rate is $15/hr
		- Will take time to strategize around goals and make reality
	+ Question/Comment: Thinking about from broader perspective, talking about invisible power dynamic of who is included, who is not, and why… missing part is how do we know if we are changing conditions of disparities. Having people on the committee doesn’t mean things have change. How are we redistributing power and inverting power structure? We are in power structure of funding so may not have a much control but want to put that out there. Think about how we are including people, who is creating the table, even if we can’t drastically change bringing that power-dynamic lens to the work is important
	+ Comment – Keleigh: in working with CoC around state there are a bunch of requirements for CoC’s around community engagement because would think HUD has blinders to this kind of thing but the Coc is required to do this in a way that is interesting to me… but continuums have so much on their plate that a lot of this work gets lost. Responsible for all of this funding and all of this regulatory response from all of projects we oversee. Committees and work of committees is a thing that our staff really push. We don’t see that around the state.
	+ Comment: We do all of this work to get people to the table and how do we make it exciting and motivating to stay? Maybe seeing that voice actually changes something; maybe increased support to help them get housing if working with us? Can we leverage the system? Tension between higher up planning and meeting the needs
	+ Comment: I know we don’t fund the shelters but feel we need ServiceNet and housing authorities need to be a part of this. Or WayFinders.
	+ Comment: Peer ambassadors program
	+ Comment: A lot of folks on this committee list who don’t come or rarely come so really need to think about how to keep people on the table
	+ Comment: perhaps CoC can do 1-1 meetings to have buy in and get more folks are the table.
	+ Comment: noticed piece about the mentorship-buddy thing and that’s another thing we’ve talked about in group that we are on but if we recruit people about power dynamics that are pre-established if don’t give good orientation

**Equity and Inclusion Goal and Action Steps for Fall 2020/Winter 2021 – 25 min**

* Using chart adopted from Racial Equity Workgroup to identify action steps, outcomes, and timeline for the charter- identified goals
* Idea is that this will help move the committee’s work forward and create clearer action plan around goals
* Will include Lived Experience Goal
* Today’s plan is to go through chart and identify action steps, outcomes and timeline for each key activity, as well as an overall goal

Discussion:

1. Equity in Data and Data Collection
	1. Key activity
		1. Review the Annual Racial Disparities Report….
		2. We could possibly make recommendations to funded projects about what we ask
		3. If a way to switch off what we’re required to ask things to add that would be one thing but however our intake process is already a 45 minute process to collect this type of data. A lot time to ask people to share personal information about selves when they have never met you before. Important to be mindful before we start collecting things. Think the HUD intake right now gets to a majority of things we are wanting to collect.
		4. As part of this, we could share the HUD intake so folks know what is being asked
		5. One bullet can be to review the HUD intake
		6. Could consider as bullet point- doing post surveys because we might want to get a sense from people who have utilized services what their experience is
		7. Comment: plans to do a lot of surveys of people in projects between committees/workgroups so we can think about coordinating efforts into one survey – also idea to make sure we are compensating people for participation

**Next Steps for Committee – 2 min**

* Next meeting December 18th 9:00-10:30
* Will send out Racial Equity Lived Experience Goal
* Will send out Strategic Priority/Action chart
* Comment: meeting conflicts with North Quabbin so is there a way we can change?
* Final comments, questions, concerns?