MEETING NOTES
Town of Hartford Committee on Racial Equity and Inclusion (HCOREI)
Hartford Town Hall and Zoom
Wednesday, April 19, 2023
6:00 pm ‐ 7:30 pm

In Attendance
● Committee Members: Sara Campbell - Chair, Molly Armbrust – Vice-Chair/Student Liaison, Pat Autilio – Clerk, Lannie Collins, Ally Tufenkjian, Miriam Wood
● Community Members: Michelle Boleski, John Hall, Kim Souza

Agenda Topic
6:02 PM Call to Order
● Approve Meeting Minutes 4/5 – Motion: Pat, 2nd: Lannie – unanimous voice approval

6:03 PM Acknowledge and welcome community members

6:04 PM General Updates
● Joint School/Selectboard meeting (Proposed)
  o Discussions are underway, but not scheduled yet.
  o HCOREI can contribute to the agenda for that meeting, topics including:
    ● Expanding charter for HCOREI
    ● Quarterly HCOREI update (regularly would happen in May)
    ● Fate of Resource library
    ● Scope, goals of Community Safety Review
  o Ally will follow up with Mike on possible meeting schedule. Late May would be good.
  o Michelle: Spoke with Mary Gannon today and she suggested using a facilitator for the meeting with selectboard and school board
● School Board Updates
  o Membership
    ● Michelle: The school board will talk about new HCOREI liaisons at their next meeting.
  o Equity Coordinator
    ● Have 11 applications and are beginning to review
● Town/Selectboard Updates
  o Abundant Sun/Other Training
    ● Kim: Last night, Selectboard approved (not unanimously) new trainings including conflict resolution / team building sessions. A grant is being sought from the VT Community Foundation.
    ● [ Discussion about lack of Selectboard support for team building/conflict resolution training. ]
  o Community Safety Review –
    ● Selectboard discussion pending on May 2nd about posting of CSR RFP. The police chief and fire chief will attend.
    ● Lannie: Review needs to be referred to as “wellness” and “general welfare” rather than “public safety” otherwise people automatically think it’s only about police and fire departments.
Kim: Can be called “Community Wellness Review”

HCOREI Position Posting
- The Selectboard discussed open positions on HCOREI and other committees. Openings will be posted on social media (Web site, Facebook, listservs, etc.) more regularly. There should be a formal, standard process for posting committee vacancies. Also, in the Valley News (if cost is reasonable/acceptable).

Town Manager Search Committee
- Sara and Kim are on the committee. Six or eight community engagement sessions have been scheduled and have begun. VLCT is collecting info from other stakeholders and then will craft a job description for the town manager position.

Public Info Officer position
- Ally: Town has allocated funding and needs to create the PIO job description. Can HCOREI play a role in drafting it?
- Sara: The need for this role was made clear in recent select board meetings.
- [ Discussion of whether appropriate for HCOREI to draft a job description ]
- Lannie: Town currently has no way to prioritize tasks for Town Manager and staff, such as creating Public Info Officer description.
- Sara: Have been trying to get approved actions such as this executed for a long time.
- Sara will send a note with example PIO job descriptions to Selectboard leadership requesting action.

Ann Raynolds Memoriam
- Hartford student award
  - Mollie is working with Russ North on this.

School/Select Boards Resolution
- Pat will send draft for comment to all HCOREI

6:30 PM Policy and Procedure
- Continue Discussion and potential recommendation to Selectboard
  - Kim: Suggests formation of an ad hoc town policy committee. Another separate working group can work on other items like code of conduct, rules of order
  - Committee or working group were not discussed at last night’s SB meeting.
  - Lannie: Better for Selectboard to sit with acting Town Manager and talk priorities for next six months until arrival of new town manager.
  - Michelle: Could start with revising Selectboard policies without burdening Town Manager.

[ tabled ] Discuss expanding HCOREI to cover other social equity areas.

[ tabled ] Working Group Check-ins
- Juneteenth
- NAACP Formation
- Education
  - Resource Library Follow up
- Membership
- Policy - on hold
7:35 PM New Business

7:40 PM Adjourn
Motion: Lannie

Tabled for future agenda.
- Community Organizing Offer
- HCOREI open position

HCOREI Members
Sara Campbell – Chair (through 4/5/2025)
Molly Armbrust, Vice Chair, Student Liaison
Pat Autilio – Clerk (through 3/7/2024)
Joe Major – (through 5/2/2024)
Miriam Wood – (through 5/2/2024)
Vacant seat for Community Member
Russell North - School board Rep
Vacant seat for School Board
Lannie Collins - Selectboard Rep
Ally Tufenkjian - Selectboard Rep
Student Liaison #2: Vacant