



Ad Hoc Diversity, Equity & Inclusion (DEI) Committee Meeting Minutes

Wednesday, September 20, 2023 at 6:30 pm
Woodbridge Library Meeting Room

Present: Co-Chairs Ellen Scalettar and Tahera Parvez, Javier Aviles, Lor Ferrante Fernandes, Ke Xu, David Franklin, Mohini Ranganathan

Guests: Peter Downhour, DEI Coach at Amity Regional High School, Jen Sullivan, Assistant Director/Head of Adult Services at the Woodbridge Library

1. Chair Parvez called the meeting to order at 6:38 pm.

2. Opening Circle

Steven Lawrence opened the meeting with a synopsis of an article he had read some time ago and reflected on its connection to current DEI initiatives at Amity. He pointed out that DEI work never stops--it is an ongoing effort to offer a safe, equitable space for everyone. Discussion ensued.

3. Woodbridge Like Me Day Update – September 30, 11 am - 2 pm

WLM participants, activity schedules and food trucks were distributed.

Chair Parvez reported: tables will be in a horseshoe layout on the Town Green, set-up will take place between 10:30 -10:45 am with parking instructions to be provided, two welcome tables staffed by DEI members will be set-up for event sign-in and name tags as well as to provide event maps and activity schedules. A WLM soundtrack was created and will play during the event. Javier Aviles volunteered to M.C. the event.

Logistics relating to the rain location at Amity Regional High School took place. Available physical locations within the school, possible security needs driven by the expected number of event attendants, custodial staff, audio requirements, and Certificates of Insurance were all discussed. A walk through will be planned should it be determined that the event will be held at Amity HS.

Chair Parves requested that DEI members continue to promote the event via outreach efforts and requested a Town Facebook post to promote the event.

4. Mosaic Reading in the Community

Local Woodbridge authors have expressed an interest in leading this event. Chair Parvez plans to follow up.

5. **Other Outreach Initiatives & Updates**

-Woodbridge DEI Committee members attended the Amity BOE Meeting on Sept. 11, and spoke at the meeting in support of the Amity BOE's DEI efforts. Committee members not at the meeting were encouraged to watch the meeting.

Steven Lawrence drafted a **To the Editor** letter that highlighted the Committee's comments at the Amity BOE meeting. The Committee reviewed the letter.

Motion: Ellen Scalettar motioned to submit the **To the Editor** letter to the Woodbridge Town News and the New Haven Register.

Lor Ferrante Fernandes seconded. Motion passed unanimously.

Vote Yes: Ellen Scalettar, Tahera Parvez, Steven Lawrence, David Franklin, Lor Ferrante Fernandes, Ke Xu, Mohini Ranganathan, Javier Aviles

-For 2024 WLM Day, it was noted that the Committee would convene with religious leaders to determine how best to move forward for next year.

6. **June & July Minutes**

Motion: Ellen Scalettar motioned to accept June and July Minutes.

Tahera Parvez seconded. Motion passed unanimously.

Vote Yes: Ellen Scalettar, Tahera Parvez, Steven Lawrence, David Franklin, Lor Ferrante Fernandes, Ke Xu, Mohini Ranganathan, Javier Aviles

7. **Volunteer for Next Opening Circle:** Ke Xu

8. Meeting adjourned at 7:53 pm.

Respectfully submitted: *Toni Belenski*