

**TOWN OF SPRINGFIELD**  
**SPRINGFIELD INCLUSION COMMITTEE**

Springfield Town Library, 2nd Floor  
43 Main Street, Springfield, VT 05156

Wednesday, June 15, 2022

5:30 p.m.

**Minutes**

1. **Call to Order:** the meeting was called to order at 5:32 pm.
  - a. Present in person: Susan Dowdell, pattrice jones
  - b. Present via Zoom: Walter Martone, Charis Boke, Jules O'Guin
2. **Additions / Subtractions to the Agenda**
  - a. pattrice adds: confidentiality & open meetings (new #5 item)
  - b. pattrice adds: discussion on search for new members (item before setting date of next meeting)
3. **Public Comment**
  - a. No public is present
4. **Approval of minutes of May 18, 2022 meeting** by members who were present
  - a. Sue Dowdell motions to approve with correction to spelling of pattrice's name; Jules O'Guin seconds, all in favor; Charis Boke abstains
5. **Confidentiality, public record & open meetings**
  - a. Discussion of confidentiality/consent and protection of individuals as we gather information from the community, in re: open meetings law and public record
  - b. Discussion of how to deal with immediate community member needs that arise during any formal Inclusion Committee focus group or individual conversation
  - c. Charis Boke will draft informed consent, confidentiality and community research protocol for the committee's review
6. **Review and update results of brainstorming session** of last meeting
  - a. Clarification about who the committee will seek conversations with
  - b. Next phase: developing specific approaches and questions for focus groups, interviews, community meetings
  - c. Have to contact TOS Manager before we talk with town employees/department.
    - i. Ensure we accurately identify which groups we plan to talk with that require pre-approval from TOS Manager
7. **Member reports of information gathered since last meeting**
  - a. Town Policies:
    - i. Jules O'Guin has begun the process of looking at town policies
    - ii. Committee was unanimously awed by the Equity Screening Tool that they created
  - b. Local Support for LGBTQIA+ community:
    - i. Jules O'Guin determined that Out in The Open programs in Brattleboro don't serve Windsor County; Queer Connect in Bennington only serves Bennington area; Vermont Law School and LAMBDA Legal have supported gender and LGBTQ+ cases; Pride Center covers all VT, but no local programs.

- c. Housing Support:
  - i. Sue contacted Tara, director of Springfield Supportive Housing, to discuss supports for folks experiencing houselessness. High barriers to those seeking housing who have criminal records or ADA compliance needs

- 1. SSHV can help compile a housing resume; looking for ADA accessible units currently

**8. Discussion of information gleaned since last meeting**

- a. All committee members will review the Equity Screening Tool before next meeting
- b. Question raised whether Southern Vermont Community Foundation grant program (?) and AIDS Project of Southern Vermont serve these communities in our area
- c. How could the TOS make housing inclusive to all, regardless of ability, race, economic status, etc (as per Declaration)?
- d. Request to put Char's definitions document on agenda for next meeting
  - i. Jules, Charis and Char will discuss to what extent definitions need to be clarified

**9. Identification of timeline and responsibilities for information gathering**

- a. Before next meeting:
  - i. Charis, Walter and patrice will discuss timeline, develop draft
  - ii. patrice will reach out to VLS
  - iii. Susan will reach out to Family Center
  - iv. Jules will refine Equity Screening Toolkit

**10. Discussion on search for new members**

- a. Reach out to individuals, ideally in person

11. **Date of next meeting:** July 20, 2022 at 5:30 PM

12. **Adjournment:** Charis motioned to adjourn, Sue seconded, all in favor, 6:59pm