



**TOWN OF WESTFORD
DIVERSITY, EQUITY AND INCLUSION
COMMITTEE**

TOWN HALL
55 Main Street
WESTFORD, MA 01886
Telephone (978) 692-5501 Fax (978) 399-2557

MEETING AGENDA

Wednesday, March 24, 2021, 7:00 PM

Meeting will be held virtually via Zoom and will be recorded.
Registration instructions for remote attendance are below.

1. 7:00 PM **Call to Order and Open Forum**
2. 7:10 PM **Review and Approve February 24, 2021 Meeting Minutes**
3. 7:30 PM **DEI Subcommittee Updates** (each Subcommittee gets 10 mins.)
 - Progress
 - Issues/Concerns
 - Next Steps
4. 8:00 PM **Miscellaneous Topics**
 - Open DEI Committee Position – Any Update?
 - Town Social Media Policies
 - Share and discuss new Town Social Media Policies.
 - Discussion of our use of social media platforms.
 - Get volunteers to help maintain and follow policies.
 - Create our protocol for publication of urgent DEI Committee statements (e.g. statements in response to public emergencies or urgent news items).
 - Create our protocol for review and approval of any written content that is to be shared with the media or any outside organization.
5. 8:25 PM **Schedule Next Meeting(s)**
6. 8:30 PM **Adjournment**

To access the virtual meeting remotely:

Register in advance for this meeting with following link (click or copy and paste URL into your browser):
<https://us02web.zoom.us/meeting/register/tZwocumqrD4sHtbD-kKBScYOLGTmqn3JX6Hf>
After registering, you will receive an email confirmation email about joining the meeting.