



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

TOWN HALL
55 Main Street
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Telephone (978) 692-5501 Fax (978) 399-2557

COMMUNITY OUTREACH SUBCOMMITTEE MEETING AGENDA

Wednesday, June 16th, 2021

7:00 PM

Meeting will be held at the Westford Town Hall (55 Main St.), Conference Room B

1. 7:00 PM **Call to Order/Recording Reminder**
2. 7:05 PM **Open Forum**
3. 7:20 PM **Review and Approve May 5th, 2021 and May 19th Meeting Minutes**
4. 7:30 PM **Updates on ongoing actions**

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| Patricia, Madonna | Coordinate common initiatives with League of Women Voters. |
| Patricia | Report an update on the food pantry to the full DEI. |
| Madonna, Patricia, Corinne | Coordinate potential community event ideas. Madonna will continue to reach out to community organizations and people to figure out ways to work with them and get funding. |
| Omar | Creation of an inclusive style guide |
| Mamatha | Reach out to Jodi Ross and Anita Nguyen to discuss potential outlets and protocols for the committee to publish letters and statements in response to specific events or relevance to the DEI committees. |
| Joe | Research Equality Act and potential ways DEI might endorse it |
| Joe | Draft letter to the WPS graduates |
| All | Think about input for potential recommendation of “vested authority” by the town for the DEI committee. Madonna to reach out to Jenny Kravitz re Indigenous Peoples Day |

5. 8:15 PM **Future Video Recordings of Subcommittee Meetings**
6. 8:25 PM **Schedule Next Meeting(s)**
7. 8:30 PM **Adjournment**