

CDICR - Community Engagement Subcommittee

April 9, 2021

Present: Joan Lancourt, Jonathan Golden, Malcolm Doldron, Kea van der Ziel, Mariah Nobrega, Shana Penna, Caitlin Starr (ODICR)

Guest: Ben Vivante (Brookline IT)

Public: John VanScoyoc

1. April 2 minutes - approved
2. **SMART Goals for CE Subcommittee**
 - a. Jonathan and Joan worked on a website community engagement goal. Broadly thinking about the theme of communication loops through work of this committee, IT, and BIG.
 - i. Goal 1: By April 2022, 3 clear Brookline Department/community communication loops will be functioning smoothly: CDICR CE Subcommittee, IT and BIG.
 1. Participation with and feedback to the CE Subcommittee (2-3 ex)
 2. Committee responses to requests from Community Orgs (2-3 ex)
 3. Incorporation of community input into plans and activities of CE Plan (2-3 ex)
 4. IT response to requests from Community
 - ii. Discussion of how is the website participating in each Depts engagement?
 - iii. Should each Dept include their CE goal on their webpage?
 - iv. Ben V recommended a consolidated "Projects Page" - a one stop place with all of the current and ongoing Town projects.
 - v. There was a question re: American Rescue Plan Funding - has there been any discussion within the IT Dept of doing any more extensive website development with a short term large scale investment? Ben indicated that there were discussions of funding initiatives around security, not necessarily around this, but Ben was willing to look into it. How is the Town allocating this funding?
 - b. CE goals and work with the Departments
 - i. Goal 2: By April 2022, the CDICR CE Subcommittee will provide guidance and support for 3 Departments as they implement their CE SMART goals.
 1. Voices of underrepresented communities are identifiable in chosen Dept. project
 2. Input and endorsement by community members for Dept projects.
 3. Feedback loop from Departments to community and vice versa; showing ongoing collaboration in Dept project.

4. Solicitation of community feedback in project problem solving and troubleshooting.
 - ii. An example of Goal 2:
 1. By April 2022, the CE Subcommittee will work with IT on engaging the community in improving one transactional function of the website.
 - c. Goals for subcommittee that are more community facing?
 - i. Number of precinct meetings
 - ii. Going to 6-8 organizations throughout the year to discuss community Bill of Rights and Responsibilities and hear the interests and needs of community groups.
 - iii. Promote the use of the community organizations chart.
 - d. Malcolm will include the continuing goals from last year.
 - e. Committee still needs to develop a work plan to reach these goals.
 - f. Committee unanimously voted on the proposed SMART goals.
- 3. Next Meeting - Friday April 16, 2021**