

**Racial Equity Advisory Panel (REAP)  
Via Microsoft Teams  
Minutes  
November 18, 2020**

PRESENT: Panel members: Andrea Brett, (Chair), Karen Richards (minutes), Clarence Davis. Guests: Xusana Davis, Executive Director of Racial Equity (ED Davis); Catherine Russell, Panel Assistant.

**BUSINESS MEETING:**

The meeting was called to order by Chair Brett at 6:06 p.m.

Panel Introductions: Since no members of the public were present, and no recording of the meeting was being made, introductions were waived.

Agenda changes: None were offered.

Minutes: C. Davis made a motion to accept the minutes of the October 28, 2020 Panel meeting. The motion was seconded by Brett. Vote 3:0.

**ON-GOING BUSINESS**

CRF Funding Status Report: ED Davis confirmed that the federal funds must be spent by 12/30/20 and that “some measurable benefit” must be received by that date.

Racial Equity Training: The Legislature allocated \$50,000 for equity-related training. ED Davis has identified several options.

Option 1: IDI Training for ED of Racial Equity

Cost: \$1,800 per person for training to be certified in Intercultural Development Inventory (IDI) tool use. Preliminary confirmation from SOV that this will be accepted. Ready to send contracts to IDI, then sign up for the Jan 13 training session. To date, only ED Davis is identified as prospective trainee.

Option 2: Training for Equity Liaisons

This is really two proposals: First, to designate Equity Liaisons in every executive agency/department. Second, to have them take advanced-level equity training. SoA is supportive of creating liaisons and signaled willingness to use General Funds to pay for training in the future if we don't use CRF for it.

Option 3: Unconscious Bias training revision

Could issue limited RFP to find vendor to revise SOV training or provide a training curriculum that SOV would purchase and “own.” Currently narrowing down list of vendors to solicit bids but funding may be sent back for reallocation and hope for General Funds to pay for it in the future.

Equity Dashboard: The Legislature also allocated \$100,000 for a Dashboard that would track COVID-related racial disparities across state government.

Option 1: Pat Autilio- Declined to bid on this project

Option 2: mySidewalk.

Cost: \$65k for first year, \$15k-20k for each subsequent year. Robust product available and very capable of doing the work. Dashboard won't be complete by 12/30, but confident that we can show measurable benefit before 12/30. Possibly could make the case for single-source contract to shorten RFP timeline (a single-source letter exists from their former client, Harvard University).

Option 3: Azavea

Already on retainer with SOV, so we can send out a Scope of Work instead of a traditional RFP (saves us time) to solicit the bid). Can do the work. Consulting with their tech team, but generally ready to begin. Work won't be complete by 12/30—need to identify the “measurable benefit” we'd get by 12/30. Aware of our budget. Waiting for a cost estimate.

ED Davis will keep the Panel apprised of the status of the projects via email.

Racial Equity Plan: ED Davis is hoping to get the plan out by January.

Racial Equity Toolkit: ED Davis is working on a set of documents that would be included in the toolkit. They would be posted on the REAP website.

Website Updates: ED Davis will be working with Russell to make changes based on the site map approved at the last meeting. There is another meeting of the Symposium on Racial Equity on 12/4 from 11:00-1:00 and she will request copies of reports from the participants to post on our website.

Annual Report to the Legislature: Richards did not pull together the information from the Panel's prior meetings so the item was moved to the 12/2 meeting. Russell offered assistance. ED Davis will provide Richards with a draft of her report perhaps as early as next week.

## **NEW BUSINESS**

Governor's Holiday Book Read: ED Davis and the State Librarian have created a list of multicultural children's books to add to the Governor's list. She is hoping to create videos of people reading them.

Federal and State Legislation- ED Davis is looking into legislative fixes for some equity-related loopholes in the cannabis legislation passed last session.

Senator Leahy's office has reached out to see if there is federal legislation that the Panel is interested in pursuing.

Other New Business: None

Public Comment/Questions: No members of the public were present.

C. Davis made a motion to adjourn, which was seconded by Richards. Vote 3:0 Whereby the meeting adjourned at 7:09 p.m.

Next Meeting:

**December 2, 2020 from 6-8 p.m. via Microsoft Teams**

**The agenda and information re: call-in for public access will be displayed on the REAP website.**

Respectfully submitted,

*Karen L. Richards*

Karen L. Richards, Panel Member