

Montpelier Social and Economic Justice Advisory Committee

Meeting Notes, January 22, 2020

City Manager's Conference Room, Montpelier VT

Present: Julia Chafets, Lauren Hierl, Shaina Kasper, Janelle Perry, Michael Sherman,
Cameron Niedermayer (Assistant City Manager)

Shaina Kasper called the meeting to order at 8:30 A.M.

1. Agenda. Approved.
2. **Notes of January 8, 2020 meeting.** Approved as submitted.
3. **Comments from Visitors:** None
4. **Update on progress with RFP.** The committee reviewed draft 2 of the RFP, agreed to several additional minor changes. Cameron Niedermayer will incorporate those changes into a final draft, pass it to City Finance Director for final review. Committee agreed to approve the changes for the final draft and move ahead with posting the RFP on the City web site and other usual city outlets on January 31, 2020.
5. **Publicity plan for RFP.** In addition to the city's usual procedures and outlets for publicity, the committee agreed on a list of media outlets and relevant organizations to receive announcement of the RFP. Shaina Kasper agreed to draft and circulate for committee review a press release announcing the RFP, with a plan to send out the press release by February 5, 2020.
6. **Update on recruitment.** Ms. Kasper will post vacancy notices for SEJAC on Front Porch Forum. A vacancy notice has been posted on the city web site.
7. **City funds for FY21.** Cameron reported that the question about rollover of unused FY21 city funding for SEJAC into FY22 remains unresolved. She agreed to explore with the City Manager getting the question resolved by a vote of the City Council to permit it and will report back to the Committee at its next meeting.
8. Next meeting dates:
February 5, February 19, 2020. All meetings begin at 8:30 A.M. and will take place in the City Manager's Conference room.

Adjourned at 9:50 A.M.

Submitted,

Michael Sherman