

DRAFT (12.1.21)

Town of Natick Select Board

Diversity, Equity & Inclusion Committee

Establishment; Charge

The Select Board hereby establishes the Diversity, Equity & Inclusion Committee (the “DEI Committee”). The DEI Committee serves as an advisory committee to the Select Board, and is charged with assessing and promoting diversity, equity, and inclusion for all in the Town of Natick.

The DEI Committee may offer the Select Board recommendations on topics both within and without of the Select Board’s purview. Recommendations outside of the Select Board’s purview may be endorsed by the Board and/or passed to the relevant body for informational purposes. Recommendations may be related to budget, external or internal policies or practices, the Charter, the By-Laws, Town Meeting Warrant Articles, and other local issues as the Committee sees fit. The Select Board may request that the DEI Committee provide specific recommendations on topics within the purview of the Board.

The DEI Committee shall work in conjunction with the Chief Diversity Officer (the “CDO”), or successor position, and support the CDO's functions, duties, and goals. The DEI Committee may collaborate with the CDO on the development and/or implementation of diversity, equity and inclusion programs, outreach and engagement, and gathering relevant information.

The DEI Committee shall report at least informally to the Select Board on its work within six (6) months of its initial election of officers. Thereafter, the DEI Committee shall update the Select Board on its work at least once per calendar quarter, and make a formal, written report to the Select Board once per calendar year, which report shall (at minimum) include the Committee’s recommendations, and its findings as to the effectiveness of any diversity, equity and inclusion programs previously undertaken by the Town.

Composition and Terms of Office

The DEI Committee shall be comprised of seven (7) voting members, each of whom shall be a resident of the Town of Natick. Members shall not include sitting members of the Select Board, School Committee, Planning Board, or Finance Committee. The Select Board shall appoint a diverse and inclusive group of individuals to the Committee, and strive to ensure that at least a majority of Committee members represent historically and currently marginalized populations. The Select Board shall appoint individuals with suitable qualifications to serve on the Committee. Qualifications for such appointment shall include the individual’s interest in, and passion for, diversity, equity, and inclusion, and may include the individual’s life experience and/or demonstrated expertise which the Select Board may deem relevant and beneficial to the Committee’s charge. Such expertise could include, by way of example only, demographic analysis, law, project management, social services/sciences, survey design/analysis, human resources, community engagement, communications, and organizational change.

Based on the composition of the DEI Committee and its need for specific areas of expertise, the Town Administrator or the CDO may, from time to time, provide the Select Board with preferred attributes and skill sets of prospective members prior to the advertising of DEI Committee vacancies.

If the DEI Committee determines that additional expertise is needed to support specific efforts, it may petition the Select Board for appointment of one or more non-voting members for a limited term. The DEI Committee may provide the Select Board with a recommendation and rationale to modify its structure or charge at any time.

Appointments will be made by the Select Board. Terms shall coincide with the Town of Natick fiscal year (effective July 1) and expire on June 30. DEI Committee members shall serve for a term of three (3) years, except that three (3) of the initial appointees shall serve for a term expiring June 30, 2023, and four (4) of the initial appointees shall serve for a term expiring June 30, 2024. At its first meeting, and thereafter at its first meeting after the start of each new fiscal year, the DEI Committee shall conduct an organizational meeting to elect from its members a Chair, a Secretary, and (at its discretion) a Vice Chair.

Adopted by the Natick Select Board _____, 2021.