

**DIVERSITY, EQUITY,
AND INCLUSION
COMMITTEE**

**Wednesday, September 15,
2021**

6:00 PM

McFarland Municipal Center
Community Room

AGENDA

You are invited to this meeting through a Zoom webinar. The public is strongly encouraged to watch and participate in these meetings remotely through either the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/86313851808>

Or by Telephone: +1 (312) 626-6799
Webinar ID: 863 1385 1808

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
 - a. This is an opportunity for members of the public to address the Diversity, Equity, and Inclusion Subcommittee. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to cassandra.suettinger@mcfarland.wi.us to be included as part of the meeting.
3. APPROVAL OF MINUTES.
 - a. Discussion and action regarding minutes of the meeting held on August 18, 2021.
4. BUSINESS.
 - a. Update and discussion regarding the Equity Audit and additional engagement.
 - b. Discussion and action to make a recommendation to the Village Board to establish the Diversity, Equity, and Inclusion Subcommittee as a standing committee.
5. SCHEDULE NEXT MEETING DATE.
 - a. Wednesday, October 20, 2021 at 6:00 pm.

- b. Requests for future agenda items.

6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

Diversity, Equity, and Inclusion Committee Minutes

Wednesday, August 18, 2021 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Chair Patrick Miles called the regular meeting of the Diversity, Equity, and Inclusion Subcommittee to order at 6:00 PM on Wednesday, August 18, 2021.

Members present: Bridget Bell, Hilary Brandt, Stephanie Brassington, Monica Bruce, Laëtitia Hollard, Patrick Miles, Mona Nelson, Dave Pagenkopf, Edward Wreh.

Members not present: none.

Staff Present: Stephanie Miller, Matt Schuenke

2. PUBLIC APPEARANCES.

a. This is an opportunity for members of the public to address the Diversity, Equity, and Inclusion Subcommittee. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to cassandra.suettinger@mcfarland.wi.us to be included as part of the meeting.

1. Carolyn Clow of 6603 Schneider Place, commented to thank resigning members, Laëtitia Hollard and Sean Chislom, for their work on the subcommittee, as well as their efforts in creating the resolution 2020-19. Clow also commented that there will be an opportunity for residents to apply for the openings on the subcommittee.
2. Carrie Nelson of 5211 N Autumn Lane, commented to show her appreciation and thank Laëtitia Hollard and Sean Chislom, for their work. Additionally, she thanked all of the other current DEI subcommittee members for their efforts.

3. APPROVAL OF MINUTES.

a. Discussion and action regarding minutes of the meeting held on July 21, 2021.

Motion by Village Trustee Edward Wreh, second by Member Dave Pagenkopf, to approve discussion and action regarding minutes of the meeting held on July 21, 2021. Motion carries 9 - 0 - 0 by acclamation.

4. BUSINESS.

a. Updates from the McFarland Equity Project (MEP) educational group.

Subcommittee member, Hilary Brandt, provided an overview of updates as a member of the McFarland Equity Project (MEP) educational group. She brought forth the question

what could be done for recruitment, discussed efforts with Nature Circles of Support, as well as an update of when she met with the McFarland School Board and their DEI positions created within the district.

b. Discussion and action to set the calendar list of recognition for the remainder of 2021.

Stephanie Miller presented an updated calendar list of recognitions to the subcommittee which focused on the last four months of the year. Subcommittee member, Bridget Bell, suggested adding in Latino holidays and would provide Miller with a list. Subcommittee member, Mona Nelson, stated that the list of Christian holidays should also have descriptions listed. Subcommittee member, Laëtitia Hollard, suggested adding in Día de los Muertos on November 1st. Subcommittee member, Hilary Brandt suggested including any days that recognize those in healthcare if there are any within the last four months of the year. Chair Miles stated that Dane County does not schedule government meetings on significant Jewish holidays so those practicing Judaism can properly observe their holidays.

Overall, the calendars were well received with additional suggestions. The subcommittee also agreed that there should be a way for residents to submit any holidays, events, or recognitions that may not be represented on the displayed calendars. It was decided that there will be a form on the Village website to include this for submittals. If any are to be submitted, they will be brought to the next subcommittee meeting for approval to be added to the calendar.

Motion by Member Dave Pagenkopf, second by Village Trustee Edward Wreh, to approve the calendar list of recognition for the remainder of 2021 with suggested editions by the subcommittee. Motion carries 9 - 0 - 0 by acclamation.

c. Update regarding diversity, equity, and inclusion consulting work.

Matt Schuenke provided an update regarding the Village's ongoing work with consultants, Dr. Rainey Briggs and Percy Brown, Jr. The first project to take place will be the equity audit. Stephanie Miller and Schuenke will work with Briggs and Brown to see what is needed for this project to begin and implement. Following, will be the SWOT analysis, Equity Institute, and then leadership development.

d. Discussion of logistics and plan of action to implement future Town Hall-style meetings for public engagement.

Matt Schuenke worked with trustee Ed Wreh on how the Village can offer a way for the public and residents of McFarland to be engaged with leaders within Village government. They discussed that they would like for this to be an office hours-type meeting that Schuenke and President Clow will make themselves available for. These meetings will not be broadcasted nor recorded. They will be a way for community members to have a safe space for open dialogue with Schuenke, Clow, and other leaders, such as those in law enforcement or other Village departments.

The subcommittee questioned about what would be the best time for most residents' schedules. How can voices of those who don't necessarily work "1st shift" hours be heard? Another point that was raised was to preface that these meetings are not related to the school district and that these leaders cannot speak on behalf of the school district or school board. Lastly, a suggestion that was raised is to hold these meetings at different local businesses or restaurants. A budget would need to be allocated for this.

- e. Discussion to create a plan to possibly partner with E.D. Locke Public Library to "Educate the Masses" based on the ACLU's "Know Your Rights" initiative.

Subcommittee member, Laëtitia Hollard, and staff member, Stephanie Miller, co-discussed and presented the potential for bringing in ACLU's, "Know Your Rights" initiatives to the Village, specifically for those of the Black community. It was discussed that this could be tied in with multiple other facets of the Village including, but not limited to, the town hall-style meetings that will be held by the Village Administrator and Village President, E.D. Locke Public Library, and various future events in McFarland. It was mentioned that the ACLU has pamphlets and information and that those materials could be provided in public buildings. Additionally, Miller suggested that the subcommittee could reach out to Ann Engler, the Adult Services Librarian at E.D. Locke Public Library, and potentially co-host an event regarding this in the future.

5. SCHEDULE NEXT MEETING DATE.

- a. Wednesday, September 15, 2021 at 6:00 pm.

- b. Requests for future agenda items.

Chair Patrick Miles asked for subcommittee members to submit any future agenda items to staff.

6. ADJOURNMENT.

Motion by Laëtitia Hollard, second by Stephanie Brassington, to adjourn at 8:00 PM.
Motion carries 9 - 0 - 0 by acclamation.

McFarland
SUMMARY SHEET

MEETING DATE: Wednesday, September 15, 2021

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Update and discussion regarding the Equity Audit and additional engagement.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Dr. Rainey Briggs and Percy Brown will be present to review the initial data points they wish to collect as part of the Equity Audit. This is the first step in the process of the diversity, equity, and inclusion consulting work that is starting to take place this year into the middle of next year.

The objective of our meeting is to review these data points and get feedback from the Subcommittee on what is to be collected as well as other ideas of data/information that could be collected that will assist this process. Rainey and Percy will lead us through this discussion.

Please review the draft listing that this included within the packet. They will also review additional groups they may want to engage in gather feedback for data collection.

Additionally we will discuss process and schedule for additional engagement planned for next steps in the project.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for discussion with the Consultants. No action needed on this item.

ATTACHMENTS:

1. Village of McFarland Quantitative Data
2. McFarland Equity Audit (2021)

Village of McFarland Quantitative Data

1. Police (Disaggregated by race, socio-economic status, gender, disabilities and other protected classes)
 - a. Citations
 - b. Arrests
 - c. 911 Calls (Neighborhood)
2. Affordable Housing (Disaggregated in comparison to home ownership and by race, gender and disabilities)
3. Home Ownership (Disaggregated by race, gender, disabilities and other protected classes)
 - a. Average price per home
4. Fire and Rescue (Disaggregated by race, gender, disabilities and other protected classes)
 - a. Calls and Neighborhood
5. Businesses (Disaggregated by race, gender and other protected classes)
6. Parks
 - a. Budget by park
 - b. Parks by affordable housing neighborhoods
7. School District
 - a. Academic/Reading Proficiency
 - b. Behavioral
 - c. Police
 - i. Citations
 - ii. Arrests
8. Village Construction Projects
 - a. Contract Bidding
9. Senior Outreach Services
 - a. Case management
 - b. Nutrition Services
 - c. Health and Wellness Activities
 - d. Educational Programs
 - e. Social Groups

Sub Committee Meetings:

- DEI (September 15th at 6:00 pm)
- Parks, Recreation and Natural Resources (To be scheduled...next meeting on September 23rd at 6:30 pm)
- Library Board (To be scheduled...next meeting on October 4th at 5:15 pm)
- Public Safety (To be scheduled...next meeting on October 13th at 6:30 pm)
- Senior Outreach Services (To be scheduled...next meeting on October 21st at 8:30 am)

2021 Equity Audit for the City of McFarland

Prepared by Rainey Briggs, Meraki Consulting and Percy Brown, Critical Consciousness, 2021

	2019	2020	2021
A. General Data			
1. Number of residents in the city of McFarland			
2. Number of single family homes in the city of McFarland			
3. Number of businesses in the city of McFarland			
4. Number of students in the McFarland School District			
B. Demographic Breakdown			
1. Residents identified as American Indian in the city of McFarland			
2. Residents identified as Asian in the city of McFarland			
3. Residents identified as Black in the city of McFarland			
4. Residents identified as Hawaiian/Pacific Islander in the city of McFarland			
5. Residents identified as Hispanic in the city of McFarland			
6. Residents identified as 2 or more races in the city of McFarland			

C. Police Department Data			
1. Citations received	See Appendix C1	See Appendix C1	See Appendix C1
2. Arrests made	See Appendix C2	See Appendix C2	See Appendix C2
3. 911 Calls	See Appendix C3	See Appendix C3	See Appendix C3
D. Affordable Housing			
1. Home ownership	See Appendix D1	See Appendix D1	See Appendix D1
2. Average Price Per Home			
E. Fire and Rescue			
1. Fire & Rescue calls made	See Appendix E1	See Appendix E1	See Appendix E1
2. Fire & Rescue calls made by neighborhood	See Appendix E2	See Appendix E2	See Appendix E2

F. Fire and Rescue			
1. Business Ownership	See Appendix F1	See Appendix F1	See Appendix F1
G. Park & Recreation			
1. Budget by park	See Appendix G1	See Appendix G1	See Appendix G1
2. Geographical location of parks	See Appendix G2	See Appendix G2	See Appendix G2
H. School District			
1. Academic Reading Proficiency	See Appendix H1	See Appendix H1	See Appendix H1
2. Office Discipline Referrals K-5	See Appendix H2	See Appendix H2	See Appendix H2

3. Office Discipline Referrals 6-8	See Appendix H3	See Appendix H3	See Appendix H3
4. Office Discipline Referrals 9-12:	See Appendix H4	See Appendix H4	See Appendix H4
5. Police Calls resulting in citation or arrest	See Appendix H5	See Appendix H5	See Appendix H5
I. Village Construction Projects			
1. Contract Bidding	See Appendix I1	See Appendix I1	See Appendix I1
J. Senior Outreach Services			
1. Case Management	See Appendix J1	See Appendix J1	See Appendix J1
2. Nutrition Services	See Appendix J2	See Appendix J2	See Appendix J2
3. Health and Wellness Activities	See Appendix J3	See Appendix J3	See Appendix J3
4. Educaitional Programs	See Appendix J4	See Appendix J4	See Appendix J4
5. Social Groups	See Appendix J5	See Appendix J5	See Appendix J5

Appendix C1 Citations Received

[Return to top](#)

	All Residents	American Indian	Asian	Black	Hawaiian/ Pacific Islander	Hispanic	White	2 or more races	Residents with Disabilities	Residents without Disabilities	Male	Female
2019												
2020												
2021												

Appendix C2 Arrests Made

[Return to top](#)

	All Residents	American Indian	Asian	Black	Hawaiian/ Pacific Islander	Hispanic	White	2 or more races	Residents with Disabilities	Residents without Disabilities	Male	Female
2019												
2020												
2021												

Appendix C3

911 Calls

[Return to top](#)

	Total Calls Made	American Indian	Asian	Black	Hawaiian/ Pacific Islander	Hispanic	White	2 or more races	Residents with Disabilities	Residents without Disabilities	Male	Female
2019												
2020												
2021												

Appendix D1

Home Ownership

[Return to top](#)

	Total # of Homeowners	American Indian	Asian	Black	Hawaiian/ Pacific Islander	Hispanic	White	2 or more races	Residents with Disabilities	Residents without Disabilities	Male	Female
2019												
2020												
2021												

Appendix E1 Fire & Rescue Calls Made

[Return to top](#)

	Total Calls Made	American Indian	Asian	Black	Hawaiian/ Pacific Islander	Hispanic	White	2 or more races	Residents with Disabilities	Residents without Disabilities	Male	Female
2019												
2020												
2021												

Appendix E2 Fire & Rescue Calls Made by Neighborhood

(Insert neighborhood names or areas of the city into headers below)

[Return to top](#)

	Total Calls Made											
2019												
2020												
2021												

Appendix F1 Business Ownership

[Return to top](#)

	# of Businesses	American Indian owned	Asian owned	Black owned	Hawaiian/ Pacific Islander owned	Hispanic owned	White owned	2 or more races owned	Residents with Disabilities owned	Male owned	Female owned
2019											
2020											
2021											

Appendix G1 Budget by Park

(List names of parks in headers below)

[Return to top](#)

	Total Park Budget											
2019												
2020												
2021												

Appendix G2
Geographical location of parks
(List names of neighborhoods in headers below)

[Return to top](#)

	Total # of parks											
2019												
2020												
2021												

**Indicates affordable housing in the area*

Appendix H1
4th Grade Reading Proficiency
(Include total number of students and percent proficient)

[Return to top](#)

	Total # of Students in 4th grade	American Indian	Asian	Black	Hawaiian / Pacific Islander	Hispanic	White	2 or more races	Students with Disabilities	Students without Disabilities	ELL	Not ELL	Male	Female
2019														
2020														
2021														

Appendix H2
Office Discipline Referrals K-5
[Return to top](#)

	Total # of referrals	American Indian	Asian	Black	Hawaiian / Pacific Islander	Hispanic	White	2 or more races	Students with Disabilities	Students without Disabilities	ELL	Not ELL	Male	Female
2019														
2020														
2021														

Appendix H3
Office Discipline Referrals 6-8
[Return to top](#)

	Total # of referrals	American Indian	Asian	Black	Hawaiian / Pacific Islander	Hispanic	White	2 or more races	Students with Disabilities	Students without Disabilities	ELL	Not ELL	Male	Female
2019														
2020														
2021														

Appendix H4
Office Discipline Referrals 9-12
[Return to top](#)

	Total # of referrals	American Indian	Asian	Black	Hawaiian / Pacific Islander	Hispanic	White	2 or more races	Students with Disabilities	Students without Disabilities	ELL	Not ELL	Male	Female
2019														
2020														
2021														

Appendix H5
Police Calls to Schools Resulting in Citation or Arrest
[Return to top](#)

	Total # of police calls to the school district	American Indian	Asian	Black	Hawaiian / Pacific Islander	Hispanic	White	2 or more races	Students with Disabilities	Students without Disabilities	ELL	Not ELL	Male	Female
2019														
2020														
2021														

Appendix I1 Contract Bidding

[Return to top](#)

	Total # of Contract Bids	American Indian	Asian	Black	Hawaiian/ Pacific Islander	Hispanic	White	2 or more races	Residents with Disabilities	Residents without Disabilities	Male	Female
2019												
2020												
2021												

Appendix J1 Case Management

[Return to top](#)

	Total # of residents with case mangers	American Indian	Asian	Black	Hawaiian/ Pacific Islander	Hispanic	White	2 or more races	Residents with Disabilities	Residents without Disabilities	Male	Female
2019												
2020												
2021												

Appendix J2 Nutrition Services

[Return to top](#)

	Total # of residents receiving nutrition services	American Indian	Asian	Black	Hawaiian/ Pacific Islander	Hispanic	White	2 or more races	Residents with Disabilities	Residents without Disabilities	Male	Female
2019												
2020												
2021												

Appendix J3 Health and Wellness Activities

[Return to top](#)

	Total # of residents participating in health & wellness activities	American Indian	Asian	Black	Hawaiian/ Pacific Islander	Hispanic	White	2 or more races	Residents with Disabilities	Residents without Disabilities	Male	Female
2019												
2020												
2021												

Appendix J4 Educational Programs

[Return to top](#)

	Total # of residents participating in educational programs	American Indian	Asian	Black	Hawaiian/ Pacific Islander	Hispanic	White	2 or more races	Residents with Disabilities	Residents without Disabilities	Male	Female
2019												
2020												
2021												

Appendix J5 Social Groups

[Return to top](#)

	Total # of residents participating in social group activities	American Indian	Asian	Black	Hawaiian/ Pacific Islander	Hispanic	White	2 or more races	Residents with Disabilities	Residents without Disabilities	Male	Female
2019												
2020												
2021												

McFarland
SUMMARY SHEET

MEETING DATE: Wednesday, September 15, 2021

SECTION: Business

DEPARTMENT: Communications & Technology

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board to establish the Diversity, Equity, and Inclusion Subcommittee as a standing committee.

PREVIOUS ACTION:

The Subcommittee last discussed this issue at their meeting on July 21, 2021. The consensus at that time was to further evaluate this recommendation through the consulting work whereby the creation of a standing committee could be an outcome of that effort.

ISSUE SUMMARY:

As we have discussed previously, one of the items of the resolution to create the Subcommittee was for it to make a recommendation to the Village Board on whether or not to be further created as a Standing Committee. All Committees exist in an advisory capacity to the Village Board and the current makeup of the group is already very similar. Our last discussion on this topic deferred a decision on this item to be part of the consulting work that is beginning under the previous agenda item. Recently, the Village Board is working on changes to the overall Village boards, committees, and commissions structure. They anticipate as part of that discussion receiving a recommendation from the Subcommittee on this question but also have allowed that process to be addressed as part of a schedule that outlines a plan carried out through the remainder of the year. This agenda item is presented as an update on the Village Board discussion and address other questions the group may have at this time. Village Trustees on the Subcommittee may also provide input on that discussion that has transpired at the Village Board level.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Action is available for this item; however, Staff continues to recommend we focus on discussion of this item based on more recent Village Board discussion and deferring a decision on this matter to later in the process as we begin our work with the Consultants.



ATTACHMENTS:

None