

8/12/21 DEI Team 4 Meeting Minutes
Municipality DEI Recognition, Event Planning, and Incident Response Working Group

Team Goal: Identify a DEI calendar for Municipal observance, actions and events and a protocol for Municipal/CRB action and communication if DEI incidents occur, which may include a Standing Committee that would convene to develop an action plan if DEI incidents occur at the national, state, local or Mt Lebanon level.

Meeting called to order: 8/12/21 at 7:04pm

Attendees: Aleta Akhtar, Shiv Asthana, Andrea Cipriani, Min Leamon, Megan Gilson (disconnected due to weather), Laura Pace Lilley, Katie Wagner, Steve Silverman, Mark Trumbull

Absent: Carrie Stott, Susan Simons, Stephanie Fedro-Byrom

Citizens' comments: None

Minutes from 7/8 DEI Team 4 meeting approved.

Reports

- CRB – Reviewed Mindy Ranney email re: schedule for Commission October review.
 - Submit interim written draft proposal to Commission 10/1.
 - Include rough estimate of funding needs and municipality staff time.
 - Each DEI group has 15 minutes to present proposal at Oct Commission meeting.
- PIO
 - Police department is conducting a line-by-line review of policies. Policies posted 9/1.
 - Masks are required indoors at municipality buildings.
 - Commission will commemorate 9/11 on 9/11.
 - In-person meetings will begin 9/1. Public will be allowed to participate via ZOOM.
- Commission – Topics covered.

DEI Team 4 Update

- Events Group
 - Proposed calendar of events is listed below. Other events may be considered.
 - Jan. – MLK Day
 - Feb. – Black History Month
 - Mar. – Women's History Month
 - Apr. – Autism Awareness
 - May – Asian / Pacific Islands Heritage Month
 - Jun. – Pride Month and Juneteenth
 - July / Aug. – Community Day celebrating the spirit of DEI in Mt Lebanon
 - Sept. – Hispanic Heritage Month
 - Oct. – National Disability Employment Awareness
 - Nov. – Native American Heritage

- Dec. – Explore expanding Light Up festivities to celebrate diversity in Mt Lebanon. Christmas Tree / Santa are considered secular and so may be displayed on public property. Religious symbols may not be displayed on public property.
 - Other events currently being considered: Holocaust remembrance, New Year celebrations (Chinese, Nowruz), Cinco de Mayo.
 - Discussed elements that can be consistently employed to simplify execution and achieve broad awareness of events in Mt Lebanon. This will enable us to identify and begin discussions with different partners to learn about feasibility, timing and funding.
 - Signage – Develop signage for Uptown and Beverly Road business districts. Work with Ian McMeans (Asst Manager / Planner) on location and posting of signs, and identify company to help design and produce signs.
 - Movies – There are interesting movies associated with most events being planned. Explore timing, cost and feasibility of presenting movies at Denis. If Denis does not work, explore other venues.
 - Speaker / Panels / Workshops – Explore Mt Lebanon / Pittsburgh-based experts on events and learn timing, cost and feasibility of their involvement.
 - School participation – Contact school district to discuss feasibility of student participation in events: essays, art, performances, music, dance, etc. Dr. Marybeth Irvin heads the school district DEI initiative and may be a good place to start.
 - Library participation – Create book lists to promote reading related to events, schedule children’s reading hours that share stories related to events, etc.
 - Mt Lebanon PIO participation – Investigate how PIO can support DEI monthly events: articles in magazine, listing of planned activities, social media promotion, etc.
 - Business participation – Contact retail businesses in community to see if they may participate in promoting events, i.e., post event-related signage, restaurant offer % off on dinner to anyone who attends a movie / speaker, coffee shop offer discount on coffee to celebrate any of the monthly events, etc.
- Incident Response Group
 - IRG shared a preliminary draft of their proposal. See attached pdf.
 - Comments as document was presented:
 - Does ADL charge for training?
 - Organizations being contacted that will serve as resources for the Commission should incidents of hate, bias and discrimination occur that demand a response are being finalized:
 - Aging Adults – Allegheny County Area Agency on Aging (Confirmed)
 - LGBTQ+ - Persad Center (Confirmed)
 - Jewish – Anti Defamation League (Confirmed)
 - Muslim – Council of American Islamic Relations (Confirmed)
 - Muslim – Islamic Center of Pittsburgh (Confirmed)
 - Christian – Christian Associates (Confirmed)
 - Latino – Casa San Jose Latino Immigrant Resource Center (Confirmed)
 - Development Disabilities – Mainstay Life Services (Confirmed)
 - Black – TBD

- Chinese – TBD
- Sikh – TBD
- We discussed whether or not to publish a record of historical data on Mt Lebanon incidents of hate, bias and discrimination. While this provides transparency regarding Mt Lebanon DEI history, it is unusual because it may reflect poorly on our community.
- A DEI-specific landing page on the Mt Lebanon website was endorsed.
- We discussed if definitions of hate, bias and discrimination are needed, how they are related and unrelated, to help guide appropriate response.
- A DEI staff position was recommended and we discussed how the cost of this could be identified. One suggestion was to use Glassdoor.
- In discussion regarding the presentation to Commission in October, it is largely up to the Teams. If Powerpoint or other documentation is used, it is suggested that verbiage be brief and used as talking points.

Adjourn: 8:25pm