

## Minutes

### Mt. Lebanon Civic Engagement Board

Wednesday, November 6, 2024, Mt. Lebanon Municipal Building, 6 p.m.

#### Attendance

**Present:** Kevin Brand, Tim Clougherty, Noah Evans, Adam Flango (remote), Kelsey Leigh, Anna Roman, Terry Timm; Staff liaison Julie Aquino; junior board member Phoebe McNeil; Social Service Coordinator Jaqui Stilson; Police Chief Jason Haberman; Absent: Margaret Izzo, Emily West, Nimet Aysan; Staff liaison Laura Pace Lilley and Commission liaison Anne Swager Wilson were attending the budget meeting next door.

**Call to order:** Board Chair, Noah Evans called the meeting to order at 6:00 p.m. and roll call was taken.

**Meeting Minutes:** The October minutes were approved unanimously.

**Citizens Comments:** None

**Chairperson's Report** — No report

**Guest:** Evans introduced Police Chief Jason Haberman who spoke about the social service coordinator and introduced Jaqui Stilson, who was hired for the position earlier this year. Stilson spoke of her extensive background in social service, her experiences in the position so far, and answered questions from the committee. Her contact email is [ssc@mtlebanon.org](mailto:ssc@mtlebanon.org). Haberman added that Stilson will be working with local universities to develop an internship program. Evans urged everyone to listen to the podcast interview with Stilson on the municipal website at [www.mtlebanon.org/multimedia/](http://www.mtlebanon.org/multimedia/)

**Commission Report** — No report

**Staff Liaison** — No report

**Sub-Committee Reports – Police Engagement** – Terry Timm reported that the meeting with clergy, community faith leaders, Chief Haberman, and Stilson, is scheduled for this Tuesday morning. They are still working on a date for Coffee with a Cop.

**Mediations** – No updates

**DEI** – Board members discussed potential training for staff. Julie Aquino suggested meeting with the subcommittee for further discussion. Aquino said in the past, the municipality has done live training for anti-discrimination/harassment, work-place civility training, and it was recorded so employees not able to attend were able to watch at their convenience. Aquino prefers live training with an emphasis on workplace civility, as recommended by the Equal Employment Opportunity Commission (EEOC). Anna Roman suggested that DEI training be mandatory as part of each employees' annual performance review.

**Community Survey** – Evans reported that the survey is not funded in the 1<sup>st</sup> draft of the budget, however, the commission will reconsider this request. Evans suggested committee members attend the public budget meeting to defend the item.

**Residents Academy** – Roman distributed the final draft of the schedule but is still waiting on some details. Roman will attend every session and emailed a sign-up sheet to the committee requesting that each member attend at least one session.

**Community Service Award** – Evans said that the application is live so nominations can begin.

**Certified Welcoming** – Kevin Brand is planning a conference call with the Certified Welcoming committee organization to answer questions and look at successful applications.

**Old Business** – No report

**New Business** – Evans spoke of the committee planning a Martin Luther King Day of Service, consisting of an event in the morning in commission chambers, and then groups going out to different service project sites. Evans reached out to the director of student activities at the high school requesting student participation. Brand made a motion to form a subcommittee to plan this event and Roman seconded the motion. The motion passed unanimously. Kelsey Leigh will be the chair, with Brand, Roman and Phoebe McNeil serving on the sub-committee. Leigh will organize a zoom call. Basic save the date information should be given to Laura Lilley for placement in the magazine before Nov. 10.

**Next Meeting** – Wednesday, December 4, 2024, at 6 p.m.

**Adjournment:** The meeting was adjourned at 6:56 p.m.