

MMA Diversity, Equity and Inclusion Advisory Committee

Purpose

The MMA strongly supports its members and municipal efforts to prioritize and uplift diversity, equity and inclusion (DEI) in their policies, practices and services. The MMA acknowledges the harms of systemic racism, and the role that racism and discrimination play in perpetuating inequities within government structures. The MMA is committed to institutionalizing and upholding the principles of DEI within the organization. The MMA strives to normalize and integrate DEI values and the application of using a racial equity lens as a core function of local government throughout the Commonwealth, supporting cities and towns by leading DEI policy advocacy and serving as a resource to the municipalities in Massachusetts

DEI Advisory Committee

The DEI Advisory Committee will support the Chief Equity Officer, and continue to serve as a thought partner and conduit for advancing diversity, equity, inclusion and racial equity work across communities and internally at the MMA. The Committee will work to ensure that the principles of diversity, equity and inclusion are fundamentally understood and integrated into all aspects of the organization and the services it provides to members. The Committee will also serve as an advisory resource to municipal leaders seeking guidance and support related to issues concerning DEI matters in their respective communities.

The DEI Advisory Committee will make itself available to review policy committee resolutions for MMA's Annual Business Meeting, Best Practices series, and bills for MMA's legislative package to ensure DEI has been considered. Additionally the Committee will be available to support and advise the MMA Board of Directors, Member Groups and all other members on matters related to the MMA's DEI strategic objectives and providing feedback as appropriate.

Responsibilities, Structure and Operating Guidelines

The DEI Advisory meets on the first Wednesday of the month for 75 minutes, unless noted otherwise. Committee members are reflective of the member groups and the geographical diversity of the state. Committee members may be asked to read materials in advance to prepare for meetings.

Capacity and skill building will be a focus of the DEI Advisory Committee to ensure that expertise in each member's specific area is leveraged by using an equity lens. This may include but is not limited to:

- Ongoing DEI training for Committee Members

- Engagement with members/member groups
 - Gain insight from those on the ground in communities, what types of support, resources, guidance is needed related to DEI matters
 - Serve as liaison to MMA member groups
- Serve as a resource/consultant to support communities; providing guidance, thought partnership, and language to help move the work forward
- Consider ways and opportunities to provide guidance to MMA Board and other member groups
- Assist with coordinating and facilitating BIPOC, LGBTQIA+, Veterans and other affinity spaces for Connect 351

In an effort to broaden engagement and expand the scope of the Committee, the Committee will be adopting an application process for recruitment of new committee members. The diverse make-up of the committee provides a wide range of perspectives and insights that are valuable to the MMA and its members. At full capacity the committee will have 11 members with representation of the following roles: mayor (or designee), select board member, councillor, town manager/administrator, finance committee member, municipal DEI practitioner and human resources (MMHR). The MMA Executive Director will have the option to appoint 2 committee members. The application process and selection of members will be managed by MMA staff, including the MMA President, Chief Equity Officer and Director of Membership. Additional MMA staff interested in supporting the work of the Committee will also attend meetings.

Committee members will be able to serve up to a 3 year term, before needing to apply for reappointment. Applications will be reviewed upon a rolling basis, and vacancies will be filled if a member needs to step down.

All committee members will participate in orientation and foundational DEI training, in addition to refresher trainings offered intermittently.

The Committee will operate on a co-chair model of governance, in which two members will share responsibility of running the meetings, divide tasks fairly and lead the committee in a way that provides continuity.

When the committee has a vacancy, previous applicants will be contacted for consideration before the application reopens.