

CDICR - Community Engagement Subcommittee

July 16, 2021

Present: Malcolm Doldron, Joan Lancourt, Kea van der Ziel, Shana Penna,

Other: Carolina San Miguel (ODICR), Caitlin Starr (ODICR), Lloyd Gellineau (ODICR), Melissa Goff (Deputy Town Administrator), Justin Casanova-Davis (Assistant Town Administrator)

1. Budget Equity Tools

- a. How can we bring similar models (like San Antonio and Austin) to Brookline?
- b. Melissa shared other models of budgeting that she has or is exploring/familiar with and the committee shared foundational thoughts
 - i. Equity weighting/ranking system to evaluate capital projects
 - ii. Erin's (Parks specific) model of Capital program and engagement – a system of evaluating projects.
 - iii. Brookline's income is mostly fixed. So need to think about what will work specifically for Brookline.
 - iv. Racial Equity Training with Bird and Department Heads – DH's will specifically look at Budget during the process.
 1. Finance Department specifically looking at Budget and Procurement
 - v. Equity should be built into the Foundation of the Departments and the budget builds up off of that. ****Starts with Departments and Commissions****
- c. Melissa gave a brief overview of how the current Budget Process works
 - i. September deadline to enter Capital Plan
 - ii. Justin begins to push out Operational Budget through the Open Gov system
 1. Inbound for Capitol
 2. Outbound for Operational
 - iii. Capital group evaluates plan and makes recommendations to Town Administrator.
 - iv. Department Budgets due back by Oct/November
 1. Engage with Departments to understand requests and needs.
 2. Review with Justin, Mel and Melissa
 - v. Budget presented to SB and Advisory
 - vi. Public Hearings
 - vii. Final Vote in May at Town Meeting
- d. When thinking about Budget Equity
 - i. Capital Memo – puts guidance on sustainability; Melissa and Lloyd can discuss language to include that also places guidance on racial equity.
 - ii. Focus should be on Operating Budget guidance.
 - iii. Best Practices to move forward
 1. Community awareness of budget cycle and process and increased involvement from community.
 2. There are potential opportunities before it goes to Advisory Committee
 - iv. Explicit discussions on how to build trust and what destroys trust
 - v. Reach community groups and organizations; use resource list
 1. Hold focus groups on budget or other priority areas.
- e. Next Steps
 - i. Inform Department Heads to look at Budget with equity lens through Capital Memo and Operating Budget guidance

- ii. Inform community of process and how they can influence it (spearheaded by ODICR and CDICR)
- iii. Participatory budgeting takes training, community work, etc. It takes time, but we can start now. Justin can share Cambridge's model, but he expressed that any budgeting tool or method needs to be tailored to Brookline specifically.
- iv. "Budget is an expression of the community's priorities"

2. 7/2 minutes

- a. Approved
- b. Carolina expressed that she disagrees with the statement that there has been little to no movement on the CE Plan; "it has been a process and processes take time".

3. Updates

- a. Immigration Advancement Committee
 - i. Looking to increase engagement of immigrant communities
 - ii. Need to gather more information about these communities; group designed a community study, need more people on committee to implement study.
 - 1. Developed blurb to encourage more people to join committee. Committee members asked to share with their networks.
 - 2. It was suggested to reach out to surrounding communities and faith based groups.
- b. Building A Better Brookline
 - i. Focus groups with coalition on Affordable Housing, Racial Equity, Public Health, Economic Development, etc
 - ii. 6 or 7 groups with 7-12 people
 - 1. What do you like about Brookline
 - 2. What would you like to see change, etc
 - iii. Aggregating data and creating report
 - iv. Will be on BABB website, Joan will share with group.
- c. Ashley Eng (BAAFN) may participate in the next meeting.
- d. Discussed getting Community Org list out to community; work to combine with other sources?
- e. Next Meetings:
 - i. July: 7/30 at 8:30am
 - ii. August: 8/27 at 8:30am