



# OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the DEI Task Force of the City of Stoughton, Wisconsin will hold a regular or special meeting as indicated on the date, time and location given below.

Meeting of the: **Diversity, Equity, and Inclusion Task Force**  
 Date/Time: Wednesday, January 4, 2023 @ 6:30 p.m. Central Time (US and Canada)  
 Location: Join Zoom Meeting  
<https://us06web.zoom.us/j/84328488960?pwd=TUcrR2d5azdBShU4THpiSkNZQjhJUT09>  
 Meeting ID: 843 2848 8960  
 Passcode: 699875  
 One tap mobile  
 +13017158592,,84328488960#,,,,\*699875# US (Washington DC)  
 +13126266799,,84328488960#,,,,\*699875# US (Chicago)  
 Find your local number: <https://us06web.zoom.us/u/k2vqDDyS2>

Members: Brett Schumacher, Denise Rosby, Donald Rosby, Jean Ligoeki, Laura Roeven, Mary Bergeson-Gallun, Michelle VanMatre-Keis, Renee Wilberg, Sarah Esmond, Sharon Meilahn Bartlett

## Item # AGENDA

1. Call to Order
2. Land acknowledgment **(Packet p2)**
3. Communications/Announcements
4. Approve 11-2-22 and 12-7-22 minutes **(Packet p3-7)**
  - a. Minutes research **(Packet p8)**
  - b. Council minutes **(Packet p9-11)**
  - c. Roberts Rules **(Packet p12)**

## OLD BUSINESS

## NEW BUSINESS (as time permits)

5. Resolution regarding hiring a facilitator/consultant **Abha Thakkar proposal arriving early next week**
  - Kristin Forde email **(Packet p13)**
6. Discussion and possible action regarding survey **(Packet p14-16)**

## FUTURE AGENDA ITEMS

## ADJOURNMENT

cc. Mayor Swadley, Department Heads, Council, Attorney Matt Dregne, Library Clerical Asst., Receptionists, Stoughton Newspapers/Wisc State Journal **\*Note:** An expanded meeting may constitute a quorum of the Council. Meeting may close per Statutes 19.85 (1)(b) to consider the licensing of a person, then reopen for regular course of business.

Dial by your location  
 +1 301 715 8592 US (Washington DC)  
 +1 312 626 6799 US (Chicago)  
 +1 929 205 6099 US (New York)

Meeting ID: 843 2848 8960

Passcode: 699875

Find your local number: <https://us06web.zoom.us/u/k2vqDDyS2>

*The City of Stoughton occupies ancestral Ho-Chunk land, a place their nation has called Teejop (day-JOPE) since time immemorial. In an 1832 treaty, the Ho-Chunk were forced to cede this territory. Decades of ethnic cleansing followed when both the federal and state government repeatedly, but unsuccessfully, sought to forcibly remove the Ho-Chunk from Wisconsin.*

*We acknowledge the circumstances that led to the forced removal of the Ho-Chunk people. We honor their legacy of resistance and resilience. This history of colonization informs our work and vision for an inclusive and just future. We recognize and respect the inherent sovereignty of the [Ho-Chunk Nation](#) and the other 11 First Nations within the boundaries of the state of Wisconsin.*

*or*

*The City of Stoughton occupies ancestral Ho-Chunk land, a place their nation has called Teejop (day-JOPE) since time immemorial.*

*In an 1832 treaty, the Ho-Chunk were forced to cede this territory.*

*Decades of ethnic cleansing followed when both the federal and state government repeatedly, but unsuccessfully, sought to forcibly remove the Ho-Chunk from Wisconsin.*

*This history of colonization informs our work for an inclusive and just future.*

*Today, we respect the inherent sovereignty of the Ho-Chunk Nation, along with the eleven other First Nations of Wisconsin.*

**Attendees** (10): Brett Schumacher, Dayna Verstegen, Denise Rosby, Jean Ligocki, Mary Bergeson-Gallun, Mary Ostrander, Michelle VanMatre-Keis, Sarah Esmond, Sharon Meilahn Bartlett and Tim Swadley

**Not attending** (8): Amanda Burian, Amanda Potratz, Dee Roberson, Donald Rosby, Linda Schaefer, Tess Bergeson-Gallun, Renee Wilberg, and Will Clifton

**Call to Order: Jean as meeting facilitator; Sarah is note-taker**

**Land Acknowledgement by Sarah**

**Review Agenda - All**

**Communications/Announcements**

Laura R and Mary O

**Nov 12**

9a – 1p **Kids Art Workshop @** Covenant Lutheran

2p – 3:30p **Indigenous Feminism: Stories of Identity and Stereotype @** Stoughton Public Library

**Nov 15**

11a **Kwame Christian’s How to Have Difficult Conversations About Race: Practical Tools for Necessary Change in the Workplace and Beyond –** online offering

6:30-7:30p Go Big Read event: **How the Word is Passed: A Reckoning with the History of Slavery Across America by Clint Smith @** Stoughton Public Library

October 5, 2022 minutes approved by consensus (Brett abstained)

## **OLD BUSINESS**

Review of DEI Task Force formation and intention, membership

*Jean shared about the origin story of the Taskforce formation: following Mr George Floyd’s murder, neighbors rallied in City Hall parking lot and 2 community conversations occurred in Summer ’20. Dayna shared that Black and Brown neighbors (adults and youth) shared experiences of feeling fearful and under scrutiny by law enforcement and others in town. Some experienced neighbors who changed from being friendly to not engaging with them. It was determined thru City Council that a more formal response was needed, which is when the Taskforce was proposed (in ’21) and established (in Spring ’22). This was a history that not all DEI Taskforce Members were familiar with.*

*Denise shared that her husband Donald and she have only felt supported and welcomed in town. Many expressed pride in living in Stoughton, but a desire to take action in support and protection of residents who do not feel safe or a sense of belonging in Stoughton.*

### Discussion/Consensus or Vote on DEI Structure and Options to Reduce size of Appointed Membership

*Since last meeting, Jean reached out to appointed Taskforce members who have not attended meetings. She has not connected with all of them, but proposed that we take action to modify the number of appointed members (17). Linda S. notified Jean that she is stepping back given other commitments. Four other appointed members will be offered modified status which will bring us to 12 appointed members. Dayna announced she will also step back from being an appointed member, instead inviting those who wish to take actions in town to join her in planning for those activities. Sharon suggested – going forward – that missing 2 meetings in row could ‘trigger’ reconsideration of appointed members.*

*Appointed members now number 11 (making quorum 6). Workgroups will be revisited with appointed members/refined as needed.*

*Dayna announced she would welcome anyone who wants to join her around activities like a yard sign campaign, fundraising, etc. Laura indicated she would be interested in joining Dayna as establishing city policy isn't her forte – Laura is particularly interested in securing expert speakers for schools.*

*Jean is comfortable with a ‘dotted line’ relationship with the Taskforce, to shared assets and ideas while also activating ideas in town. Mary queried about if support for Tess to ‘capture’ the stories associated with events this month and new things happening, as a means to show others what Stoughton is up to.*

*Jean reminded us that ARPA funding included support for software that Tess was anticipated to use (but support for Tess' time has not yet been identified). Laura R. invited Mary to invite Tess to connect with her about making an application thru her non profit to [openmediafoundation.org](http://openmediafoundation.org).*

*Sharon voiced her appreciation for learning from Taskforce members about respective knowledge, assets and priorities thru the exchange tonite.*

### Utilize Project Manager (PM)

*Denise reported that she and Mayor spoke since last meeting about City funding for a Taskforce PM. Mayor offered that he's found '3<sup>rd</sup> party' facilitation can 'take the emotion out of it' and be task oriented. He shared names of 3 Extension-based individuals (with Jean) who could be contacted to pursue interest. Sarah suggested we also seek neighbors locally who might be up to the task. Laura seconded Sarah's recommendation. Michelle VK might have a Latinx colleague with interest. Mary shared that she would like to see a person of color pursued for the role. Mayor reports that up to \$10k would be reasonable initial ask to Council (to pay PM) and that a proposal would be needed. Sharon asked whether \$10k would include support for other expenses or could our ask to Council be \$15k so we have some expenses for activities we envision sponsoring to inform our city recommendations. Denise agreed to take lead in speaking*

*with the Extension professionals and report back. Brett emphasized that Council would want to know Return on Investment. Mayor suggested Brett and Jean lend further guidance to Taskforce on how to make proposal to Council.*

*WorkGroups considerations The number and scope of these will be revisited and refined given smaller number of appointed members and priorities of activities stemming from 'dotted line' group Dayna is initiating.*

*Other **Friday 11/4 @ 5p is deadline** for feedback on the City of Stoughton DEI survey (prior agenda packets have link; Sharon is who to report your feedback to). Thank you!*

Adjournment 8:02

**Attendees (7):** Donald Rosby, Denise Rosby, Jean Ligocki, Mary Bergeson-Gallun, Sarah Esmond, Sharon Meilahn Bartlett and Tim Swadley

**Guests:** Mary Ostrander, Abha Thaakar, Kristin Forde

**Absent:** Brett Schumacher

**6:34 Call to Order: Jean as meeting facilitator; Sarah as note-taker**

**Land Acknowledgement by Donald**

**Review Agenda - All**

**Communications/Announcements** TF membership reduced since November; Laura Roeven would like to be part of the action group (previously referred to as dotted line group in minutes and not remain an appointed member of the TF)

Sharon commented that TF packets sent out continue to be challenging to open; requested attention on this. Tim assured group it was known and being tended to; expressed gratitude for feedback. Jean noted the exchange reflecting DEI values in action, also expressed gratitude.

Mary O announced upcoming event on **Dec 14 Indigenous Justice** virtual program via library

Tim announced CACP initiative on naming local parks; happening in collaboration with/to honor Ho Chunk Nation

November 2022 meeting minutes require enhancements; TF members with specific changes directed to submit ASAP.

## **OLD BUSINESS**

### Option to Utilize Project Manager (PM)

Donald and Denise met with Ms Thaakar and she (Ms T) is enthusiastic to learn more about a potential PM role; acknowledgement of past and current collaborations with Donald and Sarah were made. Ms T shared about her background/experience in community development and anti racist work; provided a PPT presentation outlining potential ways in which collaboration with SDEI TF could occur.

Ms Thaakar departed meeting. Jean invited Mayor and Denise to share about process used to bring Ms Thaakar presentation to TF agenda and if/how other candidates were identified/considered. It was noted that many of the recommended steps Ms T highlighted for establishing a health group dynamic were introduced by some TF members in Spring but not taken up. This raised question about whether/how those things could happen now. Kristin Forde introduced herself as a new Stoughton resident who appreciated participating in the meeting; she expressed support for considering Ms Thaakar for the SDEI TF PM role.

One member suggested outsourcing the TF charge to PM (give over control). Another member expressed confusion about how we have \$ for PM when the TF – until now – was without a

budget. Mayor offered that he used the Sustainability Committee as model; they secured \$10k from City for consultants from UW Extension to support their operations which are similar in scope to ours (create a plan with recommendations to present to Council) and with similar timeframe (1 year).

Another member requested that, in keeping with DEI values, the City invite Stoughton neighbors to learn about the PM opportunity in case local talent steps forward. This recommendation was supporting by other TF members. Deadline for anyone to indicate interest in the PM role was agreed on: Dec 31.

Mayor recommended Jean and Brett confer about proposing a resolution/request for \$ at the January Council meeting. The earliest those funds – if approved – could be available for use is February.

PM next steps: 1. Follow up with Ms Thaakar needed; 2. Post on city social media about PM needed; 3. outline of investment needed for potential PM role, scope and timeline for informing a proposal to Council needed.

Jean identified the City Workforce survey as needing to be on next agenda and activated with line staff and with managers supervisors. No discussion on this occurred.

Adjournment 8:00

Good evening everyone!

I did a bit of research and, per Sarah's request, I found some good material on minutes. It doesn't take much for me to show my ignorance regarding Roberts Rules of Order so I found this PDF enlightening. I also don't want to insult the intelligence of those who are proficient with this protocol and wanted to share for those, like me, who aren't as well-versed. The following is taken from "Roberts Rules of Order" (attached) with respect to minutes...

Meeting Minutes (when using Robert's Rules of Order)

- Minutes are a legal record of meetings.
- Minutes are a record of what is done at a meeting, not what is said.

Minutes should include:

1. Name, date and location of meeting
2. List of attendees (note presence of a quorum)
3. Time meeting was called to order
4. Conflict of Interest & Antitrust Avoidance  
.Affirmation
5. Approval of previous meeting minutes
6. Motion text and name of maker
7. Status/results of motions
8. Time meeting was adjourned

Minutes do not include:

- Discussion
- Personal opinion
- Name of seconder of a motion  
is not necessary
- Motions withdrawn
- Entire reports (rather attach  
to minutes)

I also noticed that some of the past meeting minutes may reflect a prior discussion on including more detail and as such, I went and found an example of our own City of Stoughton City Council meeting minutes (attached). It looks like a good template to follow for our own minutes. I would hate to see whoever is doing the minutes put all that work into documenting this level of detail when simply stating what was discussed would suffice!

Have a great weekend everyone!

Donald Rosby

715-456-9479



Meetings of: **COMMON COUNCIL OF THE CITY OF STOUGHTON**

Date//Time: Tuesday, October 11, 2022, 7:00 p.m.

Location: The meeting of the Common Council will be conducted as a hybrid meeting. (Virtual and in person)

Members: Mayor Tim Swadley, Phil Caravello, Ben Heili, Regina Hirsch, Fred Hundt, Greg Jenson, Jean Ligoeki, Tom Majewski, Frank Raff, Lisa Reeves, Brett Schumacher, Joyce Tikalsky, and Rachel Venegas

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**CALL TO ORDER** – The meeting was called to order at 7:00 by Mayor Swadley.

Roll Call – Clerk Christen called the roll and noted that 11 alders were present. Venegas was absent and excused.

Minutes and Reports: The following minutes have been entered into the records.  
Alcohol Policy Committee (8/02/22); Public Safety Committee (8/24/22); Public Works Committee (8/12/22); Personnel (8/16/22)

Public Comment Period:  
One person submitted a letter but was not present to read it.

Communications and Presentations: None

Consent Agenda:

- A. Council Minutes – September 27, 2022
- B. **R-193-2022** Resolution confirming the Mayor’s Committee Appointments to Boards, Committees, and Commissions
- C. **R-194-2022** Special Event License for Mershon’s Cidery
- D. **R-195-2022** Authorizing and directing the proper city official(s) to issue Operator licenses to various applicants.

Motion by Hirsch, second by Jenson to approve the consent agenda. The motion was approved 11-0.

## **OLD BUSINESS**

**O-18-2022** Proposed ordinance amendments to Chapter 30 – Floodplain Zoning.

Motion by Caravello, second by Schumacher to approve O-18-2022 Proposed ordinance amendments to Chapter 30 – Floodplain Zoning. Motion approved 11-0.

**O-24-2022** Ordinance to Rezone 2232 Otteson Drive

Motion by Caravello, second by Hirsch to approve O-24-2022 Ordinance to Rezone 2232 Otteson Drive. Motion approved 11-0.

**O-25-2022** Ordinance to Rezone 1008 Riverview Drive

Motion by Caravello, second by Hundt to approve O-25-2022 Ordinance to Rezone 1008 Riverview Drive. Motion approved 11-0.

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**NEW BUSINESS**

**R-196-2022** Resolution approving a new Class B combo Liquor License application for Malory Wagner LLC, location 201 S 6th, dba The Revival (former Nevermind Bar).

Motion by Jenson, second by Reeves to approve R-196-2022 Resolution approving a new Class B combo Liquor License application for Malory Wagner LLC, location 201 S 6th, dba The Revival (former Nevermind Bar). Motion approved 11-0.

**R-197-2022** Resolution approving Election contingency plans for Stoughton

Motion by Jenson, second by Schumacher to approve R-197-2022 Resolution approving Election contingency plans for Stoughton. Motion approved 11-0.

Review of draft Stoughton Utilities budget 2023.

Utilities Finance Manager Shannon Statz presented a brief overview of the 2023 Utilities budget. It will be brought before Council October 25.

**R-198-2022** Resolution Requesting Exemption from Dane County Library Tax

Motion by Ligocki, second by Hirsch to approve R-198-2022 Resolution Requesting Exemption from Dane County Library Tax. Motion approved 11-0.

**R-199-2022** Resolution approving the Director of Parks & Recreation to enter into a project agreement with Stoughton Area Baseball Association for the Norse Park Baseball Diamond Dugout Project.

Motion by Tikalsky, second by Jenson to approve R-199-2022 Resolution approving the Director of Parks & Recreation to enter into a project agreement with Stoughton Area Baseball Association for the Norse Park Baseball Diamond Dugout Project. Motion approved 11-0.

Motion by Hirsch, second by Jenson to adjourn to closed session per State Statute 19.85 (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body concerning litigation in which it is or is likely to become involved. Roll call vote taken, motion approved 11-0.

Tru Hotel property valuation litigation 2021 & 2022

Sundling litigation- Discussion and possible action including a settlement agreement.

**ADJOURNMENT**

Motion to open and adjourn the meeting by Jenson, second by Reeves. Motion approved 11-0.  
9:03 p.m.

Respectfully submitted,

Candee Christen  
City Clerk

# Robert's Rules of Order

## A Brief Overview

### How to Make and Vote on Motions

1. Member makes a **clearly worded motion to take action or a position.**
  - "I move..."
  - Motions recorded in minutes
2. **Motion must be seconded.**
  - "Second!"
  - A second allows discussion to occur; it does not signify approval.
  - A motion without a second does not move forward.
3. **Facilitator restates the motion.**
  - "It is moved and seconded that..."
  - Provides clarity
4. **Discussion/debate occurs.**
  - Maker of motion starts discussion.
  - Amendments may be offered - return to step 1 to amend motion: "I move to amend the motion by..."
5. Facilitator closes discussion and **states the question/asks for a vote.**
  - "The question is on the adoption of the motion that..."
  - Motion repeated word-for-word
6. Facilitator provides **voting directions:**
  - e.g. hand vote, secret ballot, straw poll, etc.
7. Facilitator announces the **result of the vote:**
  - "The ayes have it, and the motion is adopted" or
  - "The noes have it, the motion is lost."
  - Recorded in minutes

### Why follow Robert's Rules of Order?

- Allows for democratic speech and action
- Preserves order
- Rights of the organization supersede the rights of individual members
- Facilitates group decisions

### Meeting Agendas

1. Approval of Previous Meeting Minutes
2. Reports (from officers, committees, task forces)
3. Unfinished Business
4. New Business - items brought forward by motion procedure

### Meeting Minutes (when using Robert's Rules of Order)

- Minutes are a legal record of meetings.
- Minutes are a record of what is done at a meeting, not what is said.

#### Minutes should include:

1. Name, date and location of meeting
2. List of attendees (note presence of a quorum)
3. Time meeting was called to order
4. Conflict of Interest & Antitrust Avoidance Affirmation
5. Approval of previous meeting minutes
6. Motion text and name of maker
7. Status/results of motions
8. Time meeting was adjourned

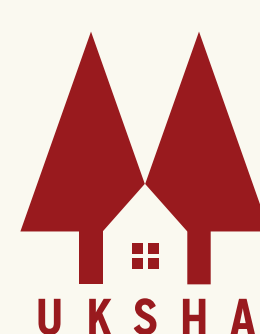
#### Minutes do not include:

- Discussion
- Personal opinion
- Name of seconder of a motion is not necessary
- Motions withdrawn
- Entire reports (rather attach to minutes)

### Motion

- A motion is a formal proposal by a member that the group take a certain action or position.
- A main motion is required to begin the decision making process.
- A motion occurs prior to discussion

To Do This	Motion	You Say This	Debate Allowed?	Vote Required?
Introduce Business	Main	"I move that..."	Yes	Majority
Second a Motion	Second	"Second!"	No	No
Change the Wording or add Clarity of a Motion	Amend	"I move to amend the motion by..." (adding words; striking out words; substitute words)	Yes	Majority
Send to Committee	Commit /Refer	"I move the motion be referred to..."	Yes	Majority
Postpone Action until a Specific Time	Postpone	"I move the motion be postponed until..." (provide specific time on agenda /next meeting date)	Yes	Majority
Postpone Action until an Unspecified Time	Lay on the Table	"I move to lay the motion on the table."	No	Majority
Limit Debate	Limit Debate	"I move that the debate on this motion be limited to (one) speech of (two) minutes for each member."	No	Two-thirds
End Debate or Request a Vote	Previous Question	"I move the previous question."	No	Two-thirds
Take Intermission	Recess	"I move to recess for (time)."	No	Majority
Close Meeting	Adjourn	Adjourn "I move to adjourn."	No	Majority



I am writing as a Stoughton resident interested in the DEI work the City is committed to. I attended the DEI Taskforce meeting last night and want to share some feedback with members of the group.

I would like to advocate for a city contract with Ms. Thakkar who presented a comprehensive plan that paid careful attention to process and relationship building; and also set clear objectives for achieving an outcome. As a person who has experienced DEI planning in a relatively large, white dominated non-profit, I can attest to the need for strong, experienced leadership when embarking on this difficult work. It is easy to get stuck when those of us interested in the work have so much learning to do. For a municipality to take on the incredibly important and large task of addressing DEI in the community at large, there must be an investment in a professional with expertise in the field. While I value the inclusion of local leaders, I have to assume that if there is a person in Stoughton whose portfolio compares to Ms. Thakkar's, the task force would already know them and they would know the Taskforce. An individual devoting their lives to DEI would have stepped forward as an invested community member.

I am in favor of hiring a Project Manager and believe that Ms. Thakkar, a proven leader from our neighboring community within Dane County, would be an incredible asset to the City of Stoughton.

Thank you,

Kristin Forde  
501 W. South Street  
Stoughton

**DEI SURVEY QUESTIONS****FINALIZED 11/4/2022****City Task Force Survey-City employees-Pilot**

Hello from the City of Stoughton Diversity, Equity and Inclusion (DEI) Taskforce! Established in March 2022, in response to Mayor Tim Swadley's invitation, we are neighbors interested in amplifying the voices of diverse communities within Stoughton. Through engagement and listening, we're identifying issues and barriers that may limit neighbors from full participation in and benefit of civic life.

Recognizing DEI efforts may already be underway across City offices, this survey assists us to learn from your experiences, successes and unanticipated challenges or outcomes. We're seeking to get informed and identify ways to establish and/or support initiatives to realize our shared DEI vision.

**SELF-ASSESSMENT**

There is no one way to define Diversity, Equity and Inclusion (DEI) and individuals can enact DEI values differently. The following four questions are intended to assist the Taskforce in deepening our understanding of what recommendations to make to the City. There are no right or wrong answers. It's fine to indicate if you are unsure and/or don't know.

1. How familiar are you with the term "diversity" and what it means?
  - I have a vague idea what the term means
  - I have a clear idea of the term but not necessarily how to define or apply it
  - I can explain what it is and I have examples of how I put it into practice
  - I'm unsure/Don't know
2. How familiar are you with the term "equity" and what it means?
  - I have a vague idea what the term means
  - I have a clear idea of the term but not necessarily how to define or apply it
  - I can explain what it is and I have examples of how I put it into practice
  - I'm unsure/Don't know
3. How familiar are you with the term "inclusion" and what it means?
  - I have a vague idea what the term means
  - I have a clear idea of the term but not necessarily how to define or apply it
  - I can explain what it is and I have examples of how I put it into practice
  - I'm unsure/Don't know
4. With regard to the expression "diversity, equity and inclusion" or "DEI" – how do you believe these terms relate to one another?
  - I have a vague idea about how the terms may relate
  - I have a clear idea of how they relate
  - I can explain how these relate and I have examples of how I put them into practice
  - I'm unsure/Don't know

## DEI TOPICS

So we can identify opportunities to connect and collaborate, please tell us about topics that may be important to you both as a neighbor and/or as a City employee. Your interests will be recognized and used to inform the Taskforce’s recommendations. We hope you’ll be inspired to engage on one or more of these topics in Stoughton.

The list below reflects some common themes and identities that are all important to DEI, and which you may have knowledge about or have personal experience with. This isn’t intended to be a complete list. Please take a few minutes to indicate which, if any of these, are important to you.

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Anti-racism             | <input type="checkbox"/> Gender equality       | <input type="checkbox"/> LGBTQIA topics            |
| <input type="checkbox"/> Accessibility           | <input type="checkbox"/> Social justice        | <input type="checkbox"/> Grassroots organizing     |
| <input type="checkbox"/> Voting/civic engagement | <input type="checkbox"/> First Nations peoples | <input type="checkbox"/> Technology/Digital Divide |
| <input type="checkbox"/> Healthcare              | <input type="checkbox"/> Economic well-being   | <input type="checkbox"/> Social services           |
| <input type="checkbox"/> Public safety           | <input type="checkbox"/> Healthy Aging         | <input type="checkbox"/> Environmental justice     |
| <input type="checkbox"/> Sustainability          | <input type="checkbox"/> Financial management  | <input type="checkbox"/> Fundraising               |
| <input type="checkbox"/> Development             | <input type="checkbox"/> Agriculture/Farming   |  |

Another topic I care about is: \_\_\_\_\_

## TELL US MORE

Sometimes we use or refer to common words or terms when talking about DEI, but we may not recognize if we share common understandings of the words. Given the tremendous value in learning different meanings and understandings in this work, please take a few minutes to thoughtfully respond to these questions that invite more detailed responses:

1. Having an understanding of DEI language is part of our work, but we also invite examples of how actions reflect being ‘inclusive’. What kinds of actions are good examples of being inclusive, in your opinion?
2. What are some actions you’ve taken to try to be inclusive?”

It’s not uncommon to look to others to lead or initiate DEI initiatives in the workplace. Sometimes we’re unsure about or question who should be leading this work and if we have what’s needed to engage.

3. Do you have a role with DEI activities as part of being an employee of the City of Stoughton?  
YES / NO / MAYBE

4. In your view, who is responsible for initiating and sustaining DEI activities within the City of Stoughton?

5. Up above, we asked you to think about INCLUSION and how you are inclusive/how you could be more inclusive. Now, please think about EQUITY (fair access to opportunities for all) as you answer one of the following (or more if you would like):

- What actions have you taken to be more equitable?
- What are some actions, events, or other things you have seen in the Stoughton community that seem good examples of equitable practice?
- What actions do you think could be taken to be more equitable?

6. Would you say you enact DEI values in your work for the City of Stoughton? If yes, please share a favorite example of this.

## RESOURCES AND DEI

Enacting DEI values can take many forms and can include personnel, funding, protected time on the calendar, supplies, administrative support, technology access and other things.

1. Are there existing City resources that you think might be particularly useful for supporting DEI activities? YES / NO / MAYBE
  - If you answered yes, please briefly describe the resource(s) you are referring to.  
\_\_\_\_\_
  - Do you have access to these resources? YES / NO/ MAYBE
  - Can you help get access to these resources? YES / NO/ MAYBE
  
2. Are there entities outside of the City of Stoughton infrastructure (non profits, service orgs, etc) that you look to for support of DEI activities? YES / NO/ MAYBE
  - If you answered yes, what do you rely on them for? \_\_\_\_\_
  
3. As a member of the Stoughton community, would you like to see DEI values enacted? YES / NO / MAYBE
  - If you answered yes, what would tell you Stoughton has successfully enacted such values? \_\_\_\_\_

Feel free to add any other comments you believe would enhance the overall work and effectiveness of the Taskforce: \_\_\_\_\_

We are seeking broad input about the overall work and effectiveness of the Taskforce. If you would like to be contacted to learn about our work/make a contribution, and/or if you would like to identify someone else you think is important for us to connect with, please share here! \_\_\_\_\_