

Friends of Casco Bay
Environmental Justice, Diversity, Equity, and Inclusion (EJDEI) Committee Meeting
Monday, April 10, 2023, 3:00-4:30 p.m. via Zoom

In attendance:

Board: Howard Gray, Pat Ianni, Sandy Marsters, Joan Samuelson

Staff: Ivy Frignoca, Robby Lewis-Nash

1. EJDEI definitions

The group briefly discussed the EJDEI definitions that will be presented for a vote at the upcoming board meeting on 4/18. At the meeting, the committee would like to emphasize the thought that went into preparing these definitions and how they were developed. Robby will draft a short summary of how these definitions were developed. Sarah will remind board members to review the definitions ahead of the board meeting. The definitions can be changed in the future. Board members interested in changing the definitions and/or shaping the EJDEI work should join the committee.

2. Board governance and recruitment; Friends of Casco Bay bylaws; EJDEI consultant

At the May board meeting there will be a discussion of board governance, board representation and skills, and recruitment. Pat and Joanie shared ideas about bringing immigrants onto our board as other groups are doing. We could start that process by reaching out to and working with partner organizations, as Will is doing. Ivy added that we could focus on adding board members from up the watershed.

In a similar vein, this committee reviewed our bylaws. Considering board practices and the bylaws from an EJDEI lens, the group discussed how it would be valuable to have an EJDEI consultant help us assess our overall policies and practices and if there are ways to change them so they better reflect our EJDEI definitions and values. Pat suggested developing a timeline for this committee's work in the coming months, including exploring finding a consultant. The best use of our funding in hiring a consultant is based on how well we know what we want to accomplish. The group knows very little about finding consultants like these and how long the process takes. When Will returns from vacation, he should reach out to our partner organizations to see if they have hired consultants like this and what their processes were like.

Howard said that the Casco Bay Estuary Partnership (CBEP) has hired a consultant after distributing a Request for Proposals (RFP), which CBEP will share with us. Responses to the CBEP RFP for consulting services ranged from \$11-70k, with the finalists landing in the \$20-27k range. Howard reflected that honing an RFP can help limit the range of proposed services. Howard also said that a policy and practices audit through an EJDEI lens is very

different from a similar audit through an organizational design lens. Howard said the CBEP proposal sought three things:

- To evaluate existing policies and practices
- To identify the number of things the organization should have that it does not have
- To find a consultant that is willing to help the organization through implementation

Howard noted that the process will require a secure method for digital file transfer.

Ivy noted that unlike CBEP who has funding from the federal government, we would need to figure out our funding for such a project at Friends.

3. Next steps

The committee will review the CBEP RFP and discuss how it may apply to our work, with the intention of developing a similar list of projects to accomplish relative to EJDEI. The committee will also review and edit the draft EJDEI statement ahead of our next meeting. Thank you to Pat for creating the draft.