



TOWN OF WESTFORD  
**DIVERSITY, EQUITY AND INCLUSION  
COMMITTEE**

TOWN HALL  
55 Main Street  
WESTFORD, MA 01886  
Telephone (978) 692-5501 Fax (978) 399-2557

**COMMUNITY OUTREACH SUBCOMMITTEE MEETING AGENDA**

Wednesday, May 5th, 2021

7:00 PM

Meeting will be held virtually via Zoom and will be RECORDED.  
Registration instructions for remote attendance are below.

1. 6:30 PM **Call to Order/Recording Reminder**
2. 6:30 PM **Open Forum**
3. 6:40 PM **Review and Approve April 7, 2021 Meeting Minutes**
4. 6:50 PM **Resignation of a Member of the Subcommittee**
5. 6:55 PM **Updates on ongoing actions**  
Each person responsible for an action will have about 10 minutes.

Patricia	Continue to meet with the Cameron Senior Center to address food needs in the community.
Patricia	Report an update on the food pantry to the full DEI.
Madonna	Will continue to reach out to community organizations and people to figure out ways to work with them and get funding.
Corinne	Will reach out to business leaders to find style guides for inclusive language.
Omar	Will work on the creation of a style guide for the use of inclusive language
Mamatha	Reach out to Jodi Ross and Anita Nguyen to discuss potential outlets and protocols for the committee to publish letters and statements in response to specific events or relevance to the DEI committees.
Jonathan	Give an update on Natick Is United interview.

6. 7:30 PM      **Community Event Ideas, suggestion of Voter Reach Out campaign**
7. 7:55 PM      **Schedule Next Meeting(s)**
8. 8:00 PM      **Adjournment**

**To access the virtual meeting remotely:**

Register in advance for this meeting with following link:

[https://us02web.zoom.us/meeting/register/tZUlf-6pqTkiG9cO4\\_oz6IVVnIWpVGbMOe6a](https://us02web.zoom.us/meeting/register/tZUlf-6pqTkiG9cO4_oz6IVVnIWpVGbMOe6a)

After registering, you will receive an email confirmation about joining the meeting.