



**CITY OF DOVER**

## COMMITTEE FOR RACIAL EQUITY AND INCLUSION – APPROVED MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **Council Conference Room, City Hall**  
Meeting Date: **Thursday, August 14, 2025**  
Meeting Time: **7:00 PM**

### 1. CALL TO ORDER

The meeting was called to order at 7:13 PM.

### 2. ROLL CALL

Present: Sara Santiago, Ebenezer Yeboah, Jose Feliciano, Jennifer Ceide, Terry Ellen Carter

Also present: Healthier Worrall

Regrets: Whitney Carrier

Absent: Alice Wade, Linnea Nemeth, Maggie Fogarty

### 3. LAND ACKNOWLEDGMENT

Ebenezer read the Land Acknowledgement.

### 4. APPROVE MINUTES

Jose moved to approve the June 12, 2025 meeting minutes; Ebenezer seconded; minutes were unanimously accepted.

### 5. PUBLIC FORUM

One community member was present.

### 6. UNFINISHED BUSINESS

- a) Discuss membership status, open positions and possibility of changing onboarding procedure.
  - i) Alice will be contacted to confirm resignation.
  - ii) Onboarding process
    - 1) The committee reviewed the last discussion and the pivots made to align with what already exists and create what might be useful, such as the snapshot document and the new member buddy system.

The committee agreed that the contact information for IT should be added to the snapshot document. A committee member will ask Linnea to edit the

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document to reflect this change.

A committee member also agreed to create a document outlining all the changes needed on the webpage.

iii) Onboarding activities

1) Committee Education

Question

How do we ensure a baseline of understanding on DEI / Racial Equity and Inclusion?

Ideas

- Create a module that includes learning materials (this could possibly be used for onboarding / orientation)
- Explore existing resources from the Dover library, civil engineers, and from Dover to determine a minimum level of understanding. A committee member agreed to contact the library to determine what resources are available. Heather will also review current city resources. University resources will also be shared.

Question

How do we stay relevant?

Idea

- Explore what other committees are doing through informational interviews and by engaging guest speakers.

b) Review Survey data analysis

A memo will be crafted for communicating findings from the survey disseminated at Woodman Park. A need for interpretation and translation services emerged as a theme.

c) Review of progress of ongoing Implementation Plan actions.

The committee reviewed the plan and updated in-progress items. Items related to HR practices will be paused as the committee focuses on more actionable items. A committee member shared a desire to pursue continuity by focusing on the survey and identifying a way to hear from other community members.

d) Selection of other Implementation plan actions that could be quick wins for the Committee. Assign tasks as needed.



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The committee decided to continue focusing on item 2.2: Create two-way communication with the public through listening sessions and surveys.

A desire to engage with the Apple Harvest event was discussed by tabling and disseminating the same survey used at Woodman Park, with some modifications made to the survey. A committee member sent an email expressing an interest.

The Indonesian festival will be held in September, and possible engagement was discussed.

- e) Agree on how and what to report out to Dover Govt on survey feedback

### 7. NEW BUSINESS

Committee meeting schedule was discussed, and a move back to once per week was agreed upon. The next meeting will be held September 11th.

### 8. CURRENT EVENTS

NE BIPOC Fest information was shared.

### 9. ADJOURN

Meeting was adjourned at 8:36 PM.