

Chapter 24

INCLUSION AND INNOVATION, COMMISSION ON

§ 24-1. Creation; purposes; duties.

- A. There is hereby created a commission to be known as the Rocky Hill Commission on Inclusion and Innovation (Commission).
- B. The Commission's role with respect to the Town Council shall be advisory in nature, and its purposes shall be as follows:
 - (1) To develop cultural dexterity within the community by promoting intergroup partnerships and building awareness of issues faced by persons of diverse backgrounds and abilities.
 - (2) Foster a mutual understanding among all members of the community to advance diversity, equity, and inclusion, truly and authentically, through collaboration and resident/business partnership.
 - (3) Facilitate a range of community-wide innovative education programs and forums for cultural exchange that promote inclusion, civic engagement, and intergroup communication.
 - (4) Explore and promote issues related to accessibility, housing, transportation, and education for persons and groups of diverse abilities enabling full participation and accessibility for all residents.
 - (5) Model best practices in navigating difficult conversations, relieving community tensions, and deescalating intergroup conflict.
- C. The Commission will accomplish its purposes [see § 24-1B] by performing the following duties:
 - (1) Plan and facilitate a system of community-wide programs designed to address the Commission's purposes; and carry out such projects as shall be assigned by the Town Council.
 - (2) Actively participate in workshops designed to prepare Commission members for their roles, with a focus on best practices in navigating difficult conversations; promoting partnerships across groups from diverse cultural and social backgrounds and abilities; and de-escalating intergroup conflict.
 - (3) Utilize fact-based, data-driven methods to gather accurate information for the purposes of 1) improving understanding of, and 2) providing a foundation to resolve issues and conflicts.
 - (4) Submit to the Town Council annually, or more frequently if the Council shall so request or the Commission so desires, reports concerning the activities of the Commission.

- (5) The Commission shall refer complaints to Town departments or proper agencies having jurisdiction over the particular matter.
- (6) The Commission shall establish bylaws, subject to Town Council review and approval.

§ 24-2. Membership; appointments; terms of office; alternates.

- A. Commission members shall be selected from a broad cross section of Town residents and local business owners, and/or such business owner's designated employee, of diverse cultural and social backgrounds and abilities. Commission members will receive no remuneration for their work.
- B. The Commission shall consist of seven members who shall be appointed by the Town Council through recommendation of the Town Council Majority Leader in the amount of four members, and Minority Leader in the amount of three members. At its initial meeting, and at its first meeting on or after January 1 of 2022, the Commission shall elect from its members three officers: 1) a Chair; 2) a Vice Chair; and 3) a Secretary.
- C. To ensure continuity of functions and objectives, appointment terms will be staggered. Of the seven members first appointed in the Commission's inaugural year:
 - (1) Three appointments (the Secretary, and two regular members) shall expire January 1, 2024;
 - (2) Three appointments (the Vice Chair and two regular members) shall expire January 1, 2025; and
 - (3) One appointment (the Chair) shall expire January 1, 2026.
- D. Subsequent appointments by the Town Council of successors to members whose terms have expired shall be for three-year terms and shall commence on the first day of January of the appropriate year. Any member is eligible to succeed himself/herself on the Commission for up to two staggered or consecutive terms.
- E. The Town Council Majority Leader and Minority Leader may each appoint one alternate member; one of whom, on a rotational basis, may serve when a regular member is unable to attend a meeting. Each alternate member shall serve a three-year term, and is eligible to succeed himself/herself as an alternate for up to two staggered or consecutive terms.

§ 24-3. Vacancies; resignations; removal.

Any vacancy on the Commission from whatever cause shall be filled by appointment of the Town Council for the unexpired portion of the term. Resignation from the Commission shall be in writing and transmitted to

the Chairperson who will then forward the resignation to the Town Council through the Town Manager. No member of the Commission shall be removed from the Commission without action of the Town Council.

§ 24-4. Meetings; quorum.

The Commission shall hold a minimum of six meetings each year at such regular intervals as it may designate. Any three members of the Commission may at any time request, in writing, that the Chair call a special meeting. The Chair shall, within five days after receipt of such request, call a special meeting for a time within 10 days after the date of the call of the meeting. The Chair of the Commission may call a meeting at any time with a minimum of 10 days' notice of the same. A quorum at any meeting shall consist of four members, and the affirmative vote of four members in attendance shall be required to take any action.

§ 24-5. Auxiliary services.

The facilities and services of various agencies and departments of the Town shall be made reasonably available to the Commission at its request.