



America 250 | CT Commission
Subcommittee Chairs' Meeting Minutes
Friday, May 5, 2023

Attendees:

Hon. Denise W. Merrill, AM250 | CT Chair
Jason Mancini, AM250 | CT Vice-chair
Nicolas Angeli – Youth Council
Steve Armstrong – Education
Rob Kret – Marketing & Tourism
Merle McGee – Inclusion, Diversity, Equity & Access (IDEA)
Arienne Orozco – Governance
Jonathan Slifka – Inclusion, Diversity, Equity & Access (IDEA)
Amrys Williams – Community & Organizational Engagement (COE)

CTH Staff:

Sheldyn Oliver
Cyndi Tolosa

This meeting was recorded by CT Humanities and can be viewed at the following link: [America 250 | CT Subcommittee Chair Meeting](#)

The meeting began at 3:33 p.m.

Commission Structure

- **Subcommittees**
 - Envisioned as “working groups” for the commission
- **Advisory Council**
 - Populated by scholars and organizational partners
 - Envisioned as “affiliate groups” of the commission – not necessarily doing the work but can aid in relationship-building and knowledge-sharing
- **Fundraising**
 - Envisioned as a separate group operating within CT Humanities (CTH)

The Youth Council will remain its own entity with a composition of non-commission members (aside from Nicolas A.). It may prove beneficial to have one or two members of the Youth Council liaison with the Education and COE Subcommittees. Between these three subcommittees, the commission hopes to capture audiences of all ages – “K through Community.”

Regarding the Youth Council, part of the charge of the commission is to include the youth in its planning and activities – aside from that, it is hoped that this group of subcommittee chairs can help to formalize a more specified charge for the Youth Council itself.

Current state-wide initiatives involving the youth were mentioned as possible avenues to bring in youth participation, such as, Red, White, and Blue Schools Initiative – co-sponsored by the Office of the Secretary of the State and the Connecticut State Department of Education, Connecticut Democracy Center’s Kid Governor Program (focuses on 5th grade), etc. Nicolas A. was also asked what he envisioned for the Youth Council, and he noted that his vision was to inspire Connecticut’s young people to engage with history outside of the classroom.

[Made By Us’ Civic Season](#) was a resource shared during this meeting as something that could help the commission build out the Youth Council.

Subcommittee Assignments

- **Recruitment**
 - Every subcommittee can benefit from external members sitting on the committee
 - Create a “capture of interest” form/application (vs. a simple subcommittee sign-up form/application) to add to the commission website to allow individuals to express interest (form to include spaces for collecting information such as town of residence, a letter of interest and bio, prioritization of ways in which they would like to be involved, etc.); capturing information in this way allows for a wide range of people to have the opportunity to become involved as opposed to only recruiting people from within already known networks; providing opportunities for people to share their voice and become involved in a process is a great way to begin to build and sustain engagement
 - Will be important to communicate responsibilities and time commitment involved
 - Subcommittee chairs to make final decisions on committee membership with Commission chair and vice chair
- **Meetings**
 - Once meetings are scheduled, subcommittee chairs are to reach out to Cyndi T. for AM250 | CT Zoom link; subcommittee chairs will be able to access the meetings calendar via the commission’s Google workspace
 - Subcommittee chairs to plan on holding their respective subcommittee meetings (at least one) before the July commission meeting
- **Charges**
 - Current subcommittee charges are based on [Executive Order 22-2](#)
 - Subcommittee chairs are welcome to update their charges based on the work done thus far; a lot of work has taken place within and amongst the commission since the releasing of the Executive Order last July
- **Action Plan**
 - Subcommittee chairs to have their committees work on an action plan based on what was submitted in the commission’s annual report that was sent to the Governor in February ‘23; the action plan should focus on what subcommittees think they should accomplish within the upcoming year (thru July ‘24) including, but not limited to, benchmarks, resources, etc.

- Action plans to be started by the July commission meeting
- **Toolkit**
 - IDEA Guide/Rubric – Important to recognize that a rubric and guide are two different types of tools; an IDEA rubric would be used to assess a project while an IDEA guide would be created to assist an organization in ensuring that their event is as inclusive and accessible to the broadest audience possible – having both would be beneficial to this process
 - IDEA Subcommittee to put guide together and distribute to other subcommittees to help inform their work; as the other subcommittees develop a workflow around the guide, the guide can be altered if/when needed
 - Will also be important to be able to offer guidance to help people on the local level capture diverse groups of participants within their own communities
 - Organization Contact List – Cyndi T. to provide access to subcommittee chairs
 - Subcommittee chairs to send any resources for the toolkit to Cyndi T.; crucial for all commission members to be a part of this toolkit

Proposals

This group will thoughtfully consider criteria to create a process to review incoming proposals, promotion of upcoming events, etc., to ensure they are aligned with the values we espouse as the Commission.

It will also be important to create alignment and clarity between the commission and CT Humanities as one of the funders of 250th-based work.

The meeting ended at 4:43 p.m.

Next Subcommittee Chairs' Meeting

Early-June; TBD