



Human Rights Commission Meeting

Thursday, July 31, 2025 at 10:00 AM

Agenda

ACCESS INFORMATION:

- A. This meeting will be held on July 31, 2025 at 10:00 AM. Location: ZOOM ONLY
 - B. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/86926599799>
 - C. Public may comment through email: dnewton@watertown-ma.gov
 - D. Please Visit the Human Rights Commission Website here: <https://www.watertown-ma.gov/1195/Human-Rights-Commission>
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- 1. Call to Order
- 2. Roll Call
- 3. Acceptance of Minutes
 - A. Minutes from Previous Meeting
- 4. Discussion
 - A. Review of similar needs assessments
 - B. Focus group design
 - C. Key logistics items & available resources for needs assessment
 - D. Parameters for Liz Peck seeking approval from subcommittee
- 5. Public Comment
- 6. Adjournment

Scan of Tools/Assessments Utilized by Neighboring Human Rights Commissions

Summary of Findings

Prepared by Liz Peck, EP Strategies, Consultant
for the Watertown Human Rights Commission (WHRC)
July 2025

Introduction:

The WHRC shared a Massachusetts Human Rights Commission resource [google drive](#) with Liz Peck (consultant). The drive included various resources shared across Human Rights Commissions in towns/cities near Watertown. There were no needs assessments to refer to. However, there were several tools and documents that offered some ideas for the WHRC's needs assessment. Rather than complete an exhaustive review of all materials within the google drive, Liz reviewed those she determined were most like to have transferable insights/elements to the WHRC needs assessment. This document provides a summary of key takeaways. As there were no needs assessments to review, the takeaways should be held lightly – as informative ideas that the consultant will draw from, when relevant, for the WHRC needs assessment process.

Among all of the google drive materials, these were reviewed closely: The 2022 [Arlington Community Equity Review Presentation](#) and [Arlington School Recommendations, 2022 Beverly Community Race Equity Audit Findings](#), 2021 [Brookline Community Racial Equity Audit Assessment](#), 2022 [City of Melrose Community Assessment Report](#), and 2022 [Watertown Public Schools Equity Audit](#)¹

Key Takeaways

The following are takeaways Liz will refer back to for this project, including for crafting questions for focus groups and interviews. Liz will implement the overarching methodology of tying research questions to both a human rights frame and WHRC outcomes goals identified in the draft logic model.

- **Framing:**
 - Arlington used these categories of barriers to participating in civic life: Civic Participation, Town Workforce/Employment, and Housing Inequality

¹ The Watertown Public Schools Equity Audit was not in the Google Drive- Liz obtained that.

- Beverly grouped drivers of (city government) inequities into these categories: People (level of representation of diverse residents/PD), Practices (e.g., accessibility, relationships) and Policies.
- **Questions to refer back to:** Melrose included some questions that will be useful to refer to when shaping WHRC focus group/interview questions (e.g., *The community of Melrose is welcoming to businesses led by historically marginalized (oppressed) groups; The city of Melrose management and services respond appropriately in responding to incidents around race; I can raise issues about unfair treatment without fear of consequences; I feel a sense of belonging in Melrose*)
- **Focus group scope:**
 - The Watertown Public Schools Equity Audit conducted focus groups with 84 stakeholders in total, but only one for a group of marginalized stakeholders (dedicated to families of BIPOC students).
 - The Arlington Public Schools Equity Audit involved 56 total stakeholders (its methodology unclear).
- **Definitions:**
 - It may be useful to refer back to reports for key definitions. E.g., Beverly's definition of diversity.