

Human Rights Commission Action Plan Committee Meeting Minutes

July 17, 2025

1. Call to Order

The meeting was called to order at 1:00 PM

2. Roll Call

Present (all via zoom) were Sarah Zoen, Susan Musinsky, and Liz Aeschlimann. Also present was Consultant for the Committee Liz Peck.

3. Acceptance of Minutes

a. Minutes for Previous Meeting

Sarah Zoen made a motion, seconded by Liz Aeschlimann, to approve the minutes. The Committee voted three to zero to approve the motion.

4. Discussion

a. Needs Assessment

Liz Peck shared that she will be conducting focus groups and engaging with residents to complete the work of the needs assessment.

b. Logic Model

Liz Peck shared an early draft of her logic model which lays out the desired activities and outcomes for the next several months.

c. Debrief on Mapping Activity

The Committee discussed how many groups they can engage in the needs assessment. Liz Peck suggested that it be 2-3 groups but that it could expand based on interest received.

d. Stakeholder Engagement Activity

The Committee discussed key groups in Watertown to engage. This included the immigrant community and disability community. The Committee also considered engaging Watertown students but wanted to defer to Dr. Daly of the administration on whether or not that is doable.

5. Schedule Next Meeting

The next meeting will take place on the 28th or 31st of July depending on the availability of Liz Aeschlimann, who had to exit the meeting early.

6. Public Comment

No member of the public offered comment.

7. Adjournment

The meeting adjourned at 2:03 PM.