

**Advisory Committee on Racial Equity,
Inclusion, and Human Rights Agenda
January 27, 2025 @ 6:00 PM
City Hall, Council Chambers, 73 Harlow Street, Bangor**

For language and physical assistance requests, please call Grace Innis at 207-992-4276 as soon as possible to ensure availability. Parking for the meeting is available in the parking lot next to the building on Harlow Street and includes a ramp and accessible doors.

Doors open fifteen minutes prior to the start of the meeting.

Council Chambers is located at the far end of the hallway on the first floor.

Current Membership and Terms

Regular Members:

Katie Brydon, Chair (12/31/2027)

Kathryn Robinson (12/31/2026)

Vacant (12/31/2026)

Suzette Furrow (12/31/2028)

Sharon Webber (12/31/2028)

Shane Boyes, Vice Chair (12/31/2027)

Rheylan Burke (12/31/2026)

Mark Roth (12/31/2027)

Teresa Fallon (12/31/2028)

Nonvoting Members:

Carollynn Lear, City Manager, or Designee

Emme Nguyen, High School Student

Marie Robinson, Superintendent of Schools, or Designee

Michael Beck, Councilor (10/31/2026)

1. Call to Order

2. Roll Call: Attendance

3. Nomination(s) & Election of Officers – Chair, Vice-Chair, & Secretary

4. All Public Comment – Limited to 15 minutes; Chair may reopen at end

5. Approval of Minutes: November 25, 2025, December 16, 2025

6. Committee Business

- Welcome & Introduction of New Members – Onboarding document
- FOAA training
- Annual Report
- Resolution Update

7. Education/Updates

8. Events

- 2026 Martin Luther King Jr. Breakfast

9. Policy/Ordinance

10. Other Business

- Language Access Plan
- Update to Remote Meeting Policy Discussion
- Webpage

11. Council Liaison and/or Manager Updates

12. Adjourn

Next meeting is scheduled for February 24, 2026 (subject to change).

Advisory Committee of Racial Equity, Inclusion, and Human Rights

Minutes for the Tuesday, November 25, 2025 Meeting

6:00p | Council Chambers

Members Present: Chair Katie Brydon, Vice Chair Shane Boyes, Secretary Liana Fellis; Member Mark Roth; Member Kathryn Robinson; Student Rep. Emme Ngyuen; Member Rheylyan Burke; Member Gabrielle Willey

Members not present: Member Kathryn Robinson

City of Bangor staff and guests present: Assistant City Manager Courtney O'Donnell; City Councilor Michael Beck;

1. Call to Order at 6pm
2. Roll Call: Attendance

3. **General Public Comments-** Limited to 15 minutes, no zoom comments per City Council order
Jamie Beck, Bangor- message from person living in railroad encampment brought forth notice from BCAT (Bangor Community Action Team) dated 11/25/25 to move by 12/19/25. First mention brought forth at workshop on 11/24/25. Not the first time that Bangor has engaged in practice of serving notice to vacate. Information on flier is outdated. Can this committee help guide city in how to better handle this.

4. **Approval of Meeting Minutes:** October 28, 2025
 - a. Motion to approve made by Member Boyes, seconded by Member Roth
 - b. Minutes approved, 5-0

5. **Committee Business**
 - a) Agreement Follow Up
 - (1) At October meeting, committee suggested moving forward with a written policy.
 - (2) Asst City Mgr: spoke with City Manager. Definitely interested with an internal policy that provides a directive for staff. Expressed interest in it being more than just 287g agreements. Would be a public document.
 - (3) Member Roth asked if doing it this way would be considered a way around city council.
 - (4) Member Boyes wonders if it is worth resubmitting to city council where three new city councilors were elected
 - (5) Councilor Beck suggests that bringing forth a policy would achieve more. 918 legislative order
 - (6) Asst CM O'Donnell brought forth more of a memo idea, going through council would direct city manager to write policy. Will follow up with City Manager on next steps
 - (7) State still has not taken up this issue
 - b) Homeless
 - (1) Councilor Beck- City Manager asked for directive for what to do. Dec 19th was selected as it correlates with opening of warming shelter.
 - (2) Director of Homeless Response position is currently vacant. City Manager has made it a priority to fill position. Needs to have plan in place to address outdated information, and how to handle resources for homeless response.
 - (3) 40-50 people in this site
 - (4) Jamie Beck offered that the same notice with bad information was used in May 2025.
 - (5) Infrastructure used in 2022 encampment closure was not sufficient to meet the needs of that population.
 - (6) Chair Brydon would like to put a pause on closing of the encampment until having a plan in place for people living at site.
 - (7) Councilor Beck would like to see more coordination.

Advisory Committee of Racial Equity, Inclusion, and Human Rights
Minutes for the Tuesday, November 25, 2025 Meeting
6:00p | Council Chambers

- (8) Member Roth asked who is or should be tasked with coordinating. Asst City Mgr O'Donnell says it primarily resides with Public Health. This topic will be brought up on Dec 1st and council workshop on Dec 8th.
- (9) Can ACREIHR help with updating the BCAT form? Asst CM O'Donnell thinks there is probably an updated list but always welcome input.
- (10) Motion to make statement at Gov Op by Member Roth; member Willey seconded
Committee Approved. Chair Brydon will work on writing of statement for review.

6. Education/Updates

7. Events

- a. Martin Luther King Breakfast January 2026- planning continues, no major updates

8. Policy/Ordinances

9. Other Business

- a. Language Access Plan
 - i) additional information included in the packet. Will discuss at next meeting
- b. Remote Meeting Policy Discussion
 - ii) Will be follow up discussion about what it would mean to continue policy discussion, what is manageable, what makes sense.
- c. Webpage

10. Manager Updates

- a. Next meeting is December 23rd. The week before is an option. Committee agreed that December 16th would work.

11. Adjourn

Member Roth motioned; Willey seconded. Approved 6-0

Advisory Committee on Racial Equity, Inclusion and Human Rights
December 16, 2025
Meeting Minutes

1. Call to Order

2. Roll Call Attendance

- a. Katie Brydon (Chair), Shane Boyes (Vice Chair), Liana Fellis, Mark Roth, Katie Robinson (Zoom), Gabrielle Willey, Rheyln Burke (Zoom)
- b. Mike Beck (City Council liaison), Carollynn Lear (City Manager)

3. Public Comment

- a. Brian Ray, Resident - Concern regarding the encampment (CSX continuing on with closure of encampment, despite CoB pausing the closure) and next steps
- b. Jamie Beck, Resident - Desire for safe, open space for the unhoused community. Concern about using warming shelters / overnight shelters being proposed as the sole solution

4. Approval of Minutes

- a. Not included in the packet, not able to vote on minutes at this time

5. Committee Business

- a. Thank You to Outgoing Members (moved to end of agenda)
- b. Encampment Near Railroad Follow Up
 - i. Update from City Manager Lear - CoB staff were given a directive to follow up with Railroad to determine their wishes/plans for removal of encampment from their property. Railroad does plan to move ahead with sweep of their property and may request assistance from BPD. At this point, City hands are tied and the closure will happen on the 19th
 - ii. At this time, city staff are not exploring alternate locations for a sanctioned encampment and has no suggested location for relocation
 - iii. City staff and council members met with members of the encampment to discuss their wishes for next steps. Asks included hotel rooms, cell phones, and bus passes
- c. Action Item: Legislative Policy Directive
 - i. Legislative Policy Directive may be more useful than a Resolve. Draft presented by Chair Brydon
 - ii. [Draft - “Legislative Policy Directive: Emergency Establishment of a Transitional Safe Outdoor Space \(SOS\)”](#)
 - iii. Significant discussion regarding sending this draft to Council
 - 1. Motion to send to Council made by Member Willey, 2nd by Member Roth
 - 2. Additional discussion on edits to document
 - 3. Roll call vote: Unanimous YEA vote

6. Other Business

- a. A million thanks to Member Fellis and Member Willey for their service to the committee

7. Adjourn

- a. Roll call vote: Unanimous YEA vote



Advisory Committee on Racial Equity, Inclusion, and Human Rights

New Committee Member Onboarding Packet
January 2026

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Advisory Committee on Racial Equity, Inclusion, and Human Rights

Committee Introduction and Overview

Welcome

On behalf of the citizens of Bangor, we'd like to thank for your willingness to serve on the Advisory Committee on Racial Equity, Inclusion and Human Rights.

This Committee was created by the City Council in October of 2020 to reflect the City's commitment that racial equity, inclusion, and human rights are core values for the City of Bangor, its Council, School Committee, and employees. This action was taken to demonstrate the City's commitment to a fair, inclusive work environment that provides an atmosphere that allows all individuals to attain their greatest potential, promote a sense of belonging, and achieve the greatest benefits for the city.

The Committee's overarching mission is to foster and advance a shared culture in the community that promotes the goals of accepting, respecting, and valuing differences, including attributes such as age, race, gender, ethnicity, religion, sexual orientation, gender expression, sexual identity, ability, language, family circumstances and cultural backgrounds.

Committee Overview

A copy of City Ordinance establishing the membership, guidelines for selection of members, residency, meetings, annual report, mission, goals, etc. is attached for your review.

Committee Membership, Term and General Information

There are eight (8) appointed voting committee members and four (4) non-voting committee members. Voting committee members' terms run on a calendar year basis, but mid-term vacancies are actively advertised to be filled.

As a City Council appointed Committee, the meetings of the group are considered a public meeting. In order to conduct business, there must be a quorum of committee members present, which is five (5) voting members.

Freedom of Access Act (FOAA) Training:

There is an annual training for all committees and boards. Attached please find a copy of the State's FAQ relate to FOAA. Staff will be available during a regularly scheduled committee meeting to review the requirements and address any questions.

Organizational Meeting

By Ordinance, the Committee shall elect a Chair, Vice-Chair, and Secretary annually. The recommendation is that this be an agenda item on the first meeting in January after the seating of new members.

The Chair and Vice-Chair positions meet with City staff to establish the meeting agendas and work through other issues as they arise, so there is an increased time commitment with the two leadership positions.

Work Plan

Ascertaining priorities and a work plan for the coming year should be factored into the discussion of meeting times. Prior committee members have cited a desire to create subcommittees of no more than three (3) voting committee members to work through priorities and report back to the entire committee.

The following priorities were identified as potential areas of focus in the past.

Potential priorities

- Finalize calendar to include dates and months of significance – to serve as a guide for the scheduling of City meetings and to serve as an educational opportunity.
- Accessibility of All Types
- Review of Ethics
- Review of Hiring Practices
- Provide input on Homelessness

Meeting Times

By Ordinance, the committee shall meet at least six times annually, but may meet more often. As time commitments vary by Committee member, the Committee should consider establishing a regularly scheduled meeting time during its January meeting. In the past it has been the Tuesday following the second Council meeting of the month.

Meeting Agendas

Meeting agendas are established based on the direction received at the prior meeting and include reporting back of any priorities being advanced by the Committee.

When topics of potential interest are being reviewed or discussed in other forums, City staff will work to ensure all Committee members are made aware. City staff will assist members in signing up to receiving weekly meeting notices, so all members have access to regularly scheduled weekly meeting packages.

History of the Committee

This Committee was created by the City Council in October of 2020 to reflect the City's commitment that racial equity, inclusion, and human rights are core values for the City of Bangor, its Council, School Committee, and employees. This action was taken to demonstrate the City's commitment to a fair, inclusive work environment that provides an atmosphere that allows all individuals to attain their greatest potential, promote a sense of belonging, and achieve the greatest benefits for the city.

The Committee's overarching mission is to foster and advance a shared culture in the community that promotes the goals of accepting, respecting, and valuing differences, including attributes such as age, race, gender, ethnicity, religion, sexual orientation, gender expression, sexual identity, ability, language, family circumstances and cultural backgrounds.

Charter

23-39 Guidelines for selection of members

In order to assist in fulfilling the missions and goals of the Committee, the membership of the Committee should reflect a diverse array of perspectives, including diversity of race, ethnicity, gender, sexual orientation, socioeconomic status, age, physical ability, religious belief, political belief, and other characteristics and beliefs.

23-38 Establishment; membership

- A. There is hereby established the Advisory Committee on Racial Equity, Inclusion, and Human Rights. This Committee shall consist of nine regular members and four nonvoting members.
- B. Regular members of the Committee shall be appointed by the City Council. All members shall be at-large members. The Council shall work to include members with a wide variety of perspectives and interests on the Committee, such as, but not limited to, perspectives and interests of the following:
 - The National Association for the Advancement of Colored People (NAACP).
 - The Penobscot Nation or Wabanaki interests.
 - Bangor Chamber of Commerce or Bangor business interests.
 - Local educational institutions or medical service providers.
 - LGBTQ interests.
 - The Maine Multicultural Center.
 - Religious or spiritual interests.
 - Labor or worker interests.
- C. There shall also be four nonvoting members of the Committee. These nonvoting members shall include:
 - The City Manager, or designee as an ex officio member.
 - The Superintendent of Schools, or designee, as an ex officio member.
 - A student residing in Bangor, currently enrolled in a secondary or post-secondary education.
 - A Bangor City Councilor, designated by the Council Chair annually, to act as a liaison between the Council and the committee.

23-40 Residency; salaries and compensation

Regular members of the Committee shall be selected primarily on the basis of the guidelines outlined above, but preference may be given to appointing members who are residents of the City of Bangor. Regular and student members shall receive no compensation for their service.

23-41 Terms of office

- A. The term of each regular member shall be for three years or until their successor has been appointed and has qualified.
- B. Any vacancy shall be filled in the same manner for the unexpired term.
- C. No regular member shall serve more than two complete consecutive terms.

23-42 Officers

The Committee shall annually elect a Chair, a Vice Chair, and a Secretary from among its members.

23-43 Meetings; annual report; quorum

- A. The Committee shall meet at least six times annually, but more frequent meetings may occur.
- B. Prior to February 1 of each calendar year, the Committee may prepare and submit to the City Council an annual report outlining its activities during the preceding calendar year.
- C. A quorum shall consist of five of the nine regular Committee members.
- D. Attendance. To maintain good standing, regular members of the Advisory Committee on Racial Equity, Inclusion, and Human Rights are expected to actively participate in the Committee's work through consistent attendance. Recognizing the importance of continuity, members shall adhere to the following attendance guidelines within their three-year term:
 - 1) Annual attendance. Members shall not be absent from more than four regularly scheduled meetings within any twelve-month period unless excused under Subsection D(3), Absences.
 - 2) Three-year attendance. Over their three-year term, members shall attend at least 75% of the regularly scheduled meetings, and shall not be absent from more than three consecutive regularly scheduled meetings within any twelve-month period unless excused under Subsection D(3), Absences.
 - 3) Absences.
 - a) Notice of absence. All absences will be excused provided that the Committee Chair and the City Manager or designee receive notification of the absence before the scheduled meeting.
 - b) Unexcused absences. Absences without prior notification to both the Committee Chair and the City Manager or designee will be considered unexcused.
 - c) Record keeping. The Committee Secretary shall maintain a record of all absences.
- E. Notice and cause for removal.

- 1) Violation warning notice. If a member is absent from three regularly scheduled, or two consecutive regularly scheduled meetings, within any twelve-month period, unless excused, the Secretary shall then alert the City Clerk who shall provide written notification to the member, outlining the attendance policy and the potential consequence of further absences.
- 2) Hearing notification. In the event a member fails to attend meetings as established in § 23-44A, the Committee Secretary shall notify the City Clerk of meeting dates missed. The City Clerk shall notify the member via certified mail of their perceived violation, and hearing date no sooner than 14 days.
- 3) Hearing and decision. The Personnel Committee shall hold a hearing and determine if a) an attendance violation has occurred and b) whether or not to remove the member. Decisions to remove members for cause shall require an Order on the following Council agenda.

23-44 Mission

The Committee's mission is to:

- A. Develop ideas and information to educate individuals, within the organization as well as in the community, focusing on topics of (but not limited to) awareness, sensitivity, equity, inclusion, and diversity.
- B. Review and advise City staff regarding policies and practices to recruit, hire, on-board, promote, and retain a diverse and inclusive workforce. Specifically, the committee's work will focus on mitigating the potential for bias in the hiring and retention decisions through consistent, evidence-based tools, procedures and trainings.
- C. Review applicable ordinances, policies, and programs to ensure that they promote the goal of accepting, respecting, and valuing differences including attributes such as age, race, gender, ethnicity, religion, sexual orientation, gender expression, sexual identity, ability, language, family circumstances and cultural backgrounds. These efforts will assist Bangor's community in developing diversity and inclusion.
- D. Create greater awareness about opportunities to advance issues of age, race, gender, ethnicity, religion, sexual orientation, gender expression, sexual identity, ability, language, family circumstances and cultural backgrounds, to ensure concerns are heard and considered when creating city policy and ordinances.

23-45 Goals

The goals of the Committee are as follows:

- A. Promote ideas and information to further the spirit of diversity and inclusion.
- B. Provide City staff with input on administrative policies that impact employee, recruitment, hiring, on-boarding, promotional opportunity, and retention of a diverse workforce.
- C. Engage and be a resource for the community in ways to incorporate diversity, inclusion, and equity into our community through development of ordinances, policies, and programs.

- D. Engage the community in ways that incorporate the development of diverse and inclusive K-12 school curriculum.
- E. Educate community members about and refer community members to other potentially useful resources.

23-46 Legal requirements

- A. In the course of its duties, the Committee may from time to time address matters in which some related materials are confidential and therefore not accessible by the Committee, such as employee records or discipline or police investigations. Committee members shall respect the confidentiality of such records.
- B. The Committee is not intended as a replacement for, or to prevent community members from going to, the Maine Human Rights Commission, Equal Employment Opportunity Commission, or other legal bodies.

[Link to Charter](#)

Makeup of the Committee

Membership of the committee consists of:

- 9 Voting Members
- 4 Non-Voting Members Term

Term Limits

- Max 3 Years Term Limit (dependent on seat)
- 2 Complete Consecutive Terms
- Bangor City Council will strive to have the following areas represented on this committee
 - The National Association for the Advancement of Colored People (NAACP)
 - The Penobscot Nation or Wabanaki interests
 - Bangor Chamber of Commerce or Bangor business interests
 - Local educational institutions or medical service providers
 - LGBTQ interests
 - The Maine Multicultural Center
 - Religious or spiritual interests
 - Labor or worker interests
- The Committee shall elect a Chair, Vice-Chair, and Secretary in January

Operations of Committee

Involvement of City Manager

- The Chair and Vice-Chair meet with City Manager, or designee, prior to scheduled meeting to create agenda for meeting.
- City Manager, or designee, emails committee members agenda, meeting minutes, and any other materials that need be reviewed prior to the meeting.

Involvement City Council Chair

- In 2022, the City Council Chair began attending meetings to provide guidance to committee. More recently, the Ordinance was updated to include a Councilor Liaison.

Committee members will receive training on:

- Freedom of Access Act (FOAA)

Operation of Meetings

- Meetings are held in Council chambers or can be attended by Zoom.
- Members of the public can view attend in person or view via City of Bangor Facebook feed.
- In order to conduct business, there must be a quorum of committee members present, which is five (5) voting members.

Meeting Process

- Chair calls the meeting to order
- Roll call is taken with a record of attendance
- Chair calls for approval of minutes; needs to be approved by another member and seconded by a third

Committee Budget

- The Advisory Committee for Racial Equity, Inclusion, and Human Rights does not currently have a standalone budget. The committee can make a request to City Council to funding to assist with educational program for the committee and other city groups.

Annual Report

- The committee is required to submit to City Council, an annual report outlining its accomplishments during the previous year.

Sample Agenda

Each meeting aims to have each other following areas covered:

- Policy
- Education
- Ordinances
- Update from City Manager

Sample Calendar

The committee should attempt to have a calendar that helps guide the next years activities but leaves room for any crucial topics that may come up.

Sample Agenda for Onboarding Purposes

Advisory Committee of Racial Equity, Inclusion, and Human Rights

5:30p | Council Chambers

Members Present: Chair, Vice Chair, Members

Members not present: Members

City of Bangor staff present: City Manager, City Council Chair

1. Call to Order
 - a. Minutes review and approval
2. Policy Updates
 - a. State Legislature Changes
 - b. Re: remote attendance for committee meetings
3. Education Updates
 - a. Updates from Bangor School Department
 - b. Noted changes
 - c. Feedback from Committee
4. Ordinance Update
 - a. Membership and reporting for committee members
5. Committee Monthly Topic: Goal Setting for 2023
 - a. Three new members joining
 - b. Onboarding resources and planning
 - c. Annual reports and budget planning
 - d. Committee work: survey results and evaluation
6. New Business
 - a. No new business
7. Meeting adjourned

Annual Calendar of Topics & Goals

Month	Policy Review	Ordinances	Education & Outreach	Cultural or Religious Observances	Monthly celebration/awareness
September	Advisory board structure and meeting review	Survey review	Indigenous People's Day engagement	Rosh Hashanah	Hispanic/Latinx Heritage Month (Sept 15 - Oct 15), National Recovery Month, Labor Day
October	School department DEI updates		Identify training goals and needs for 2023	Yom Kippur Sukkot Diwali	NDEAM, National Coming Out Day, Indigenous People's Day
November	Review onboarding draft		RFP for website MLK Day events and support		Native American Heritage Month, Veteran's Day, National Day of Mourning
December		Tenant's Bill of Rights review		Hanukkah, Christmas, Kwanza	World AIDS Day, UN Human Rights Day
January	Review training options and DEI training goals/needs for all city-appointed council members and City Staff		Identify which events we want to host/support this year. Determine what is needed, who will be involved	Lunar New Year	Poverty in America Month, MLK Day
February	Hiring practices for city positions	Budget review			Black History Month, National Freedom Day, Ethnic Equality Month
March		Budget final	Red lights in City Hall for Autism Acceptance	First day of Ramadan Holi	Gender Equality Month, National Dev. Disabilities Month, International Transgender Day of Visibility, Women's History Month
April		Submit budget		Passover Good Friday, Easter Eid al-Fitr	Diversity Month! Autism Acceptance Month, Arab American Heritage Month, Deaf History Month
May					Asian American and Pacific Islander Heritage Month, Mental Health Awareness Month, Older Americans Month, Jewish American Heritage Month
June				Eid al-Adha	LGBTQ+ Pride Month, Caribbean American Heritage Month
July					Disability Pride Month
August					Women's Equality Day

Advisory Committee on Racial Equity, Inclusion, and Human Rights

Annual Report to the Bangor City Council — 2025

Introduction

The Advisory Committee on Racial Equity, Inclusion, and Human Rights (ACREIHR) submits this 2025 Annual Report to the Bangor City Council, documenting the Committee’s activities, recommendations, and advisory work in support of the City’s equity, inclusion, and human rights goals.

In 2025, the Committee focused on strengthening its internal operations and clarifying its role within City government. This included making intentional updates to the Committee’s ordinance, deepening relationships with City leadership and staff, and advancing policy recommendations rooted in community input, public health data, and human rights principles.

This year reflected steady, thoughtful progress. Alongside substantive policy work, the Committee prioritized accountability, transparency, and follow-through—ensuring that equity and inclusion are not abstract values, but practical responsibilities embedded in City processes and decision-making.

Governance and Structural Improvements

In February 2025, ACREIHR completed a comprehensive update to its enabling ordinance, strengthening internal operations and clarifying the Committee’s relationship with City Council. These changes were designed to ensure consistency, accountability, and continuity in the Committee’s work.

Key ordinance updates included:

1. Leadership Structure

- Established the annual election of a Secretary as an additional voting officer, ensuring consistent recordkeeping, improved institutional memory, and shared leadership responsibilities.

2. Clarification of the City Council Liaison Role

- Formalized expectations that the City Council Liaison:
 - Regularly attend Committee meetings to support communication and collaboration.
 - Present official City business relevant to the Committee’s scope, including ordinances, resolves, proclamations, budgets, naming proposals, and related matters.
 - Serve as a two-way conduit for information between the Committee and the City Council.
- Clarified the process by which Committee recommendations may be advanced through the Liaison for Council consideration.

3. Attendance, Accountability, and Continuity

- Adopted clear attendance standards for members to maintain good standing.
- Established a defined process for addressing excessive absences, including notification requirements and coordination with the City Council’s Personnel Committee for replacements when necessary.
- Created a transparent process for excused absences in extraordinary circumstances, strengthening fairness while maintaining expectations for participation.

These governance updates strengthened the Committee’s ability to function as a reliable, consistent advisory body and reinforced mutual accountability between members, City staff, and Council.

Community Engagement and Public Input

Bangor Pride — June 2025

ACREIHR participated in Bangor Pride by hosting a public engagement table focused on gathering community feedback. Residents and visitors were invited to share ideas, concerns, and recommendations on how Bangor can become safer, more accessible, and more welcoming, with greater opportunities for belonging.

- Feedback collected emphasized accessibility, language access, trust in local government, public safety, and inclusive community spaces.
- All feedback was documented and formally shared with the City’s Community Development Officer to inform ongoing and future planning efforts.

This engagement reinforced the Committee’s role as a bridge between lived community experience and municipal decision-making.

Policy Development and Formal Recommendations

Resolution on Immigration, Safety, and Community Trust — September 2025

In September 2025, ACREIHR developed and presented a formal resolution to the Bangor City Council reaffirming safety, trust, and civil rights in the context of immigration and local enforcement policies.

The resolution:

- Reaffirmed Bangor’s commitment to the safety, dignity, and trust of all residents, regardless of immigration status.
- Clarified that City resources, personnel, and funds should not be used to enforce federal immigration law except as legally required.
- Established that any request for cooperation with federal immigration authorities must be reviewed through established municipal channels, beginning with the City Manager and City Solicitor.

- Emphasized constitutional protections, due process, and equal protection under the law.
- Affirmed limits on the collection and sharing of immigration-status information, except where legally mandated.

This resolution reflected the Committee’s focus on protecting civil rights, maintaining public trust, and ensuring transparency and accountability in City practices. Prior to its presentation, Committee leadership met with City staff, including the Chief of Police, City Solicitor, and City Manager, to provide a well-researched and carefully prepared statement informed by legal, public safety, and community trust considerations. The resolution was reviewed by the City Council’s Government Operations Committee and advanced for a full Council vote, where it was ultimately not adopted.

Legislative Policy Directive: Safe Outdoor Space — December 2025 In December 2025, ACREIHR voted to submit a recommendation to the Bangor City Council regarding a Legislative Policy Directive to establish a sanctioned, temporary Safe Outdoor Space as a stabilization option for residents displaced from the railroad encampment.

The Committee’s recommendation was informed by:

- Information indicating that local shelters were operating at or near capacity, limiting available alternatives.
- Research and data indicating that encampment removal without an alternative location can increase health and safety risks and raise legal and human-rights considerations.
- Public health information, including data related to the ongoing HIV outbreak identified by the Maine CDC.
- Fiscal information showing that repeated encampment clearances involve significant cost without producing long-term housing outcomes.

The Committee noted that the proposed directive was intended as a temporary, time-limited stabilization measure and was not presented as a permanent solution. The recommendation emphasized coordination with service providers and nonprofit partners and identified potential benefits related to public health, safety, and administrative clarity.

The recommendation followed meetings and coordination with City staff and was reviewed by the City Council’s Government Operations Committee. The directive was discussed in committee but was not motioned forward to advance to a vote of the full City Council.

Advisory and Collaborative Work with City Leadership

Throughout 2025, ACREIHR served as an active advisory partner to City leadership and staff, including:

- **Website Accessibility:** Provided feedback to the Assistant City Manager on accessibility improvements and inclusive design considerations for the City’s new website.
- **Public Health Collaboration:** Met with the Director of Public Health to better understand the scope and impacts of the HIV outbreak in Bangor and to identify ways the Committee could support equitable, stigma-informed responses.
- **Language Access Planning:** Began collaborative work with multiple community and municipal partners to support the development of a comprehensive language access plan for the City of Bangor.

This work reflects the Committee’s ongoing commitment to equity as a practical, cross-departmental responsibility embedded in City operations.

Outcomes and Impact

- **Stronger Governance:** Clearer roles, improved attendance accountability, and strengthened leadership structure enhanced the Committee’s effectiveness.
 - **Policy Influence:** Advanced two significant, equity-centered policy actions to City Council addressing civil rights, public safety, and human dignity.
 - **Community Voice:** Collected and elevated resident input through direct public engagement at Bangor Pride.
 - **Cross-Sector Collaboration:** Deepened relationships with City administration, public health officials, and community partners to address complex, intersecting challenges.
-

Conclusion

In 2025, the Advisory Committee on Racial Equity, Inclusion, and Human Rights demonstrated meaningful progress in both how it operates and the substance of its work. By strengthening its governance, centering community input, and providing clear, evidence-based policy recommendations, the Committee reinforced its role as a trusted advisory body to the Bangor City Council.

ACREIHR remains committed to advancing equity, protecting human rights, and fostering a community where all people can live with safety, dignity, and belonging. The Committee looks forward to continuing this work in partnership with the City Council, City staff, and the broader Bangor community.

Resolution No. [XX-2025]

A Resolution Declaring the City of Bangor a Sanctuary for Transgender and Gender-Diverse People

WHEREAS, transgender, nonbinary, and gender-diverse individuals are increasingly targeted by discrimination, legal restrictions, and harassment across the United States;

WHEREAS, gender-affirming healthcare, identity expression, and personal autonomy are vital aspects of human dignity and protected rights under both Maine law and international human rights principles;

WHEREAS, the City of Bangor is committed to ensuring that all residents, regardless of gender identity or expression, are treated with dignity, respect, and equity;

WHEREAS, transgender and gender-diverse residents of Bangor contribute meaningfully to the cultural, social, and economic fabric of the city and deserve to live free from fear and discrimination;

WHEREAS, cities across the country, including Northampton, Massachusetts, and Portland, Maine, have enacted sanctuary protections to safeguard vulnerable populations from legal harm and targeted enforcement;

WHEREAS, in 2025 alone, more than 920 bills targeting transgender rights and access to care were introduced across 49 states, with over 110 enacted into law—many of which ban or restrict gender-affirming care for minors in at least 27 states, impose penalties on providers and families, and criminalize parental support, including Wyoming’s HB 156, Florida’s SB 254, and Kansas’s SB 63;

WHEREAS, in spring 2025, the FBI requested public assistance related to gender-affirming care for minors, raising concerns among medical and civil rights organizations about the privacy and safety of providers and families;

WHEREAS, several states and federal proposals have expanded these restrictions to include gender-affirming care for adults, cutting off access through bans on public insurance coverage, threatening healthcare providers, and attempting to override medical best practices;

WHEREAS, these laws and policies not only deny transgender and gender-diverse people access to essential medical care but also constitute a broader effort to marginalize transgender individuals and restrict their participation in public life;

WHEREAS, federal civil-rights protections for gender identity are under threat, and courts have already limited the ability of agencies like EEOC and HHS to enforce discrimination protections in cases citing religious objections;

WHEREAS, in 2025, at least 27 states have enacted bans on gender-affirming care for minors, and four states have provisions allowing investigations or loss of custody for parents who support their transgender children, undermining parental rights and threatening family unity; Wyoming's HB 156, Florida's SB 254, Kansas's SB 63, and Texas initiatives exemplify this trend;

NOW, THEREFORE, LET IT BE RESOLVED THAT:

1. The City of Bangor affirms its commitment to being a safe, inclusive, and welcoming city for all transgender and gender-diverse residents and their families.
2. The City of Bangor and its departments, officials, and employees shall not participate in or assist with the enforcement of any law, policy, directive, or order that:
 - Penalizes individuals, families, or providers for seeking or offering gender-affirming healthcare;
 - Targets or penalizes individuals based solely on gender identity or expression; or
 - Seeks to extradite, investigate, or prosecute individuals for actions that are legal in the State of Maine relating to gender identity or expression.
3. No city funds, resources, personnel, or facilities shall be used to aid any out-of-state or federal investigation, arrest, or prosecution related to gender-affirming care or lawful gender identity expression, unless compelled by a valid court order issued or recognized by a court of competent jurisdiction within the State of Maine.
4. The City of Bangor shall, within its powers, support and uphold the rights of all individuals to access services, education, housing, employment, and healthcare without discrimination based on gender identity or expression.
5. The City of Bangor commits to providing staff and department-level training to ensure inclusive and affirming practices for gender-diverse residents.
6. **LET IT BE FURTHER RESOLVED**, that the City of Bangor shall assess and implement, where feasible, the designation of all-gender restrooms in city-owned facilities, accompanied by inclusive signage and policies supporting safe access;

7. **LET IT BE FURTHER RESOLVED**, that this resolution shall take effect immediately upon its passage and be communicated to all city departments and the public as a declaration of the city's commitment to trans equity, protection, and dignity.
8. **LET IT BE FURTHER RESOLVED**, that the City shall publish an annual report on the progress of implementing this resolution, including community feedback, departmental updates, and policy improvements;
9. **LET IT BE FURTHER RESOLVED**, that the City shall not voluntarily enforce any out-of-state court order that seeks to interfere with the custody rights of parents or guardians based solely on their support for a child's gender identity or access to lawful care in Maine;
10. **LET IT BE FINALLY RESOLVED**, that this resolution shall serve as both a declaration of values and a foundation for future legislative action, including the potential introduction of a city ordinance that aligns with its principles.

Presented by Jadin Wilson, resident of Bangor, with community support through a public petition initiative, June 2025.

Proposal: Creating a Language Access Plan (LAP) for the City of Bangor

Purpose of This Document

This document explains what a Language Access Plan (LAP) is, why Bangor should create one, how it could be implemented across city departments, and how our committee can support the process.

What is a Language Access Plan?

A **Language Access Plan (LAP)** is a structured framework that ensures residents with Limited English Proficiency (LEP) have meaningful access to city programs, services, and information.

An LAP typically includes:

- Identification of languages spoken in the community
- Methods to provide interpretation and translation
- Department-specific protocols for serving LEP community members
- Staff training plans
- Performance and accountability measures

The goal is to remove barriers and ensure all residents—regardless of the language they speak—can access essential city services.

Why Bangor Needs a Language Access Plan

Bangor's population is increasingly diverse, with more residents speaking languages other than English at home. A formal LAP would:

- Improve access to city services such as public safety, housing, health, and education
- Reduce misunderstandings and increase trust between residents and government
- Support legal compliance regarding civil rights and nondiscrimination
- Strengthen community engagement
- Ensure city communications (emergency notices, public meetings, forms, etc.) reach everyone

Bangor could benefit from a LAP that means our size and scope; it should be focused, efficient, and scalable.

What Implementation Could Look Like

A LAP does not need to be complicated. Bangor can adopt a plan that matches our capacity and community needs. Below is a clear structure for implementation.

1. Assessment of Language Needs

Each department would:

- Track language requests (phone calls, walk-ins, emails)
- Note frequently encountered languages
- Identify services with high public interaction (e.g., police, clerk's office, general assistance)
- Collaborate with organizations that support individuals with language-support needs to identify highest language needs

The committee can support by reviewing available demographic data and community feedback.

2. Developing Protocols for Interpretation and Translation

The city would determine:

- When professional interpretation is required
- Which documents should be translated (e.g., emergency alerts, essential forms)
- Preferred vendors or tools (phone interpretation services, statewide language lines)

Departments would have simple reference sheets explaining how to access these resources.

3. Staff Training

Topics could include:

- How to identify when someone needs language support
- How to offer interpretation respectfully and legally
- How to use the city's approved tools and vendors

Trainings can be brief and tailored to department needs.

4. Standardizing Signage and Notices

Examples:

- "Language assistance available" signs in multiple languages
- Key forms available in the city's top-requested languages
- Multilingual announcements for public meetings or emergencies

5. Monitoring and Improvement

The city manager's office would receive:

- Annual updates from departments on usage and needs
- Recommendations for adjustments
- Feedback from the Advisory Committee

This keeps the LAP effective without creating unnecessary administrative burdens.

What Each Department Might Need

High-Contact Departments

- Police Department
- Fire/EMS
- General Assistance
- City Clerk's Office
- Public Health and Community Services
- Schools (separate but highly relevant partners)

Needs may include:

- Access to interpreter services (phone, virtual, or in-person)
- Translated versions of critical forms
- Procedures for emergency communications

Lower-Contact Departments

- Planning and Code
- Public Works
- Parks and Recreation
- Economic Development

Needs may include:

- Clear signage
 - Website accessibility improvements
 - Translated outreach materials for public meetings, projects, or notices
-

How Our Committee Can Support This Process

Our committee can:

- Provide research on best practices for small cities
- Help identify priority languages in Bangor
- Coordinate community feedback from immigrant, refugee, and LEP residents
- Review draft LAP materials and offer recommendations
- Assist with developing equity-centered communication approaches
- Partner with local service organizations for outreach and education

We can serve as a bridge between the community and the city manager, ensuring the LAP reflects real needs and practical solutions.

Proposed Next Steps

1. Committee reviews and refines this document for presentation to the City Manager.
 2. Recommend that the City Manager authorize a preliminary needs assessment (cost-effective, using existing data where possible).
 3. Develop a draft LAP framework based on Bangor's specific needs and capacity.
 4. Share the draft with departments for feedback.
 5. Finalize and vote to adopt the LAP, with annual review.
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Summary

A Language Access Plan is an achievable, essential step to ensure equitable access to city services in Bangor. With coordinated effort and a right-sized, realistic plan, Bangor can provide better service to all residents while strengthening trust, communication, and community well-being.

Our committee is well-positioned to guide and support this work.