



**Truth and Reconciliation Commission**  
**DRAFT Minutes – Public Meeting**  
**December 3, 2024**

The meeting was started at 5:00 PM by Commissioner Mackin.

**Attendance:** Melody Mackin, Mia Schultz, Faith Yacubian, Mariessa Dobrick and Ann Miller.

**Member of the public** included: Van Dora Williams.

Commissioner Mackin facilitated the meeting by explaining accessibility. Asked public to place name, pronouns, where from in the chat if they would like.

Language and accessibility rules were reviewed. We ask that the public request access to any assistance needed in language translation or ASL via [our email](#) at least 72 hours in advance of any public meeting the VTRC holds.

Commissioner Mackin shared our land acknowledgement which is found here on our website: [Land Acknowledgement.pdf \(vermont.gov\)](#).

Commissioner Schultz reviewed the VTRC's working pledge which is posted on our website: [About Us | Vermont Truth and Reconciliation Commission](#). Also reviewed were the protocols of the open meeting and potentials for removal of a person in a meeting if it becomes contentious.

Commissioners voted and approved the November 5<sup>th</sup>, 2024 public meeting minutes and November 7<sup>th</sup> 2024 Public Committee Member Meeting Minutes as final.

Executive Director Yacubian reviewed the budget criteria:

- No new purchases or payments; we are in the process of creating outreach plan for 2025.
- Continued costs include staffing, interns, office, and research supplies.

Executive Director Yacubian gave the VTRC Update:

- We are designing a schedule and identifying locations for the Winter, Summer, and Fall Truth Telling Sessions and Commissioners' Office Hours.
- Mariessa is identifying a coding process and protocol for research.
- Michele is looking at the role of state laws in stories, cases, and information provided during the Education Series. She is also creating a methodology for analyzing laws.
- We held our final Education Series on November 21st at 5PM.
- We are collaborating with the Chief Marketing Office to discuss communication strategies.
- We are exploring options for online form accessibility.

Commissioner Mackin reviewed the Commissioner deliberation with an update.

- Wed, Nov 12<sup>th</sup>, Commissioners work on truth telling locations with staff. Discussed admin responsibilities, setting up dates.
- Wednesday, Nov 20<sup>th</sup>, met to discuss submission form, online truth telling submissions and creating questions. Looked at different TRCs for inspiration. Particularly YAROOK website.
- November 25<sup>th</sup> completed submission form and trying to find a way to make it as fully accessible as possible.

Commissioner Schultz commented that the last Committee Member meeting in November was it for year 2024. When we reconvene in 2025, we will be looking to have a total of 30 Committee members working in a different capacity during the truth telling sessions as honorary witnesses. They will engage on a regular basis in 2025. Our monthly meetings with the Committee Members will be on a specific day each month to ease confusion.

### **Old Business:**

With the absence of Legal Counsel Olvera, Executive Director Yacubian shared that Lieutenant Governor Zuckerman is in the process of selecting (appointing) a fifth select panelist for the 3<sup>rd</sup> Commissioner seat on the VTRC. We continue to wait for that process to start back up with a full panel. Once fully staffed, the select panel will reconvene.

Commissioner Mackin reviewed the Request for Proposal on the Care Coordinator need as a priority at this time. We will need the care plan in place before statement -

taking process can begin. We will also be checking with the State of Vermont resources in mental health and the crisis lines. The various ways of truth telling statement taking was reviewed again, such as in person, through art, drawings, poems, privately, in group settings, etc.

### **New Business:**

Adding other populations to the VTRC work. The subject of children as a group was raised, and the Commissioners unanimously voted as approved to add children as another group of concern and voices needing to be heard. Because they are children, how that statement taking process will unfold will be considered. Statement gathering under New Business on the agenda was voted to be scratched as it was discussed in old business.

### **Announcements by Executive Director Yacubian:**

We have sent two Requests for Proposals (RFPs) through our listserv. Our goal is to contract with a skilled practitioner or knowledgeable advocate to lead our Care process for public events (including culturally responsive approaches to de-escalation, somatic health, and trauma-informed practices) and a marketing/communications contractor.

RFPs can be found here:

[Request for Proposals-Communications and Marketing Consultant | Vermont Truth and Reconciliation Commission](#)

[Request for Proposals- Care Coordinator Contractor | Vermont Truth and Reconciliation Commission](#)

**From the Public:** Van Dora Williams would like to share with VTRC staff the short documentary she has finished to date for the VTRC from day one. The VTRC looks forward to seeing it.

With no further questions or comments, Commissioner Mackin closed the meeting at 5:22 PM.

Respectfully Submitted,  
Ann Miller, Administrative Assist  
Faith Yacubian, Executive Director

**NEXT Public Meeting is SCHEDULED for Tuesday, January 7<sup>th</sup>, 2025, at 5PM.**