



Diversity Equity Inclusion Justice and Belonging (DEIJB) Committee

Meeting Minutes

May 6, 2025

City Council Chambers

37 Green Street

1. The Meeting was called to order at 6:08 p.m. by Rabbi Robin Nafshi

Attending:

Rabbi Robin Nafshi, *Chair*
Mayor Byron Champlin
Councilor Jennifer Kretovic
Amy Girourd-Crush
Karen Juall
Ghana Sharma,

Zoey Murphy
Noemi Wierwille
Alison Murphy
Sheila Zakre
Vijay Bhujel

Absent:

Moe Djabelarbi
Usha Shrestha
Councilor Ali Sekou

Clement Kigugu
Ahni Malachi

Becky Kennedy, Merrimack Valley School District Ex-Officio Member (Absent)
Cara Meeker, Concord School District Ex-Officio Member)

DEIJB Facilitator Bird Guess, Founder and CEO of The Racial Equity Group, attended

2. Meeting Overview: Bird Guess provided the overview.
 - Understanding DEIJB Committee's Role
 - Best Practices for Operationalizing DEIJB
 - Roadmap to DEIJB Mindset
 - Glossary of Foundational DEIJB Terms and Concepts
3. Where are the greatest inequities?
 - Employment: Is there equal opportunity to obtain employment
 - Purchasing and Procurement: Opportunity to do business with the city

- Services and Programs: Do all residents have equitable access, are fairly treated by City Employees (respectfully), quality of services, facilities, programs are equitable in all neighborhoods
- Stakeholder Engagement: Do all residents have equitable access to serve on City Boards and Committees? How are residents engaged?

4. Best Practices:

- #1 Lead with Data!
 - Employment / Compensation of the workforce
 - Vendor and Supplier Representation
 - Boards & Committees
 - Services & Programs
- #2 Conduct a Disparity Analysis
 - Employment (How many working in local government / how many looking to work in local government)
 - Vendors & Contractors
 - Boards & Committees
- #3 Measure and Monitor DEIJB
 - Metrics & Benchmarks
 1. Employment
 2. Service Delivery Domain
 3. Procurement Domain
 4. Resident / Stakeholder Domain

5. Roadmap to a DEIJB Mindset

- Foundational DEIJB Training
- Resident / Staff Focus Groups
- DEIJB City Internal Audit / Policy Gap Analysis
- Resident & Community Survey
- Evaluation of Audit Focus Groups and Survey & Report Summary
- Measure, Monitor and Manage DEIJB With Metrics
- DEIJB City Department Action Plans
- DEIJB Becomes Standard Operating Procurement

6. Adjournment

A motion was made by Ghana Sharma to adjourn. The motion was duly seconded and passed unanimously. The meeting closed at 7:17PM.

Minutes submitted by Councilor Kretovic.