



Diversity Equity Inclusion Justice and Belonging (DEIJ) Committee

**Meeting Minutes**

April 1, 2025

City Council Chambers

37 Green Street

1. The Meeting was called to order at 6:10 p.m. by Mayor Champlin

Attending:

**Mayor Byron Champlin, Chairing**  
**Councilor Jennifer Kretovic**  
**Amy Girourd-Crush**  
**Karen Juall**

**Zoey Murphy**  
**Councilor Ali Sekou**  
**Noemi Wierwille**  
**Alison Murphy**

**Cara Meeker**, Concord School District Ex-Officio Member

Absent:

Rabbi Robin Nafshi, *Chair*  
Sheila Zakre  
Vijay Bhujel  
Moe Djabelarbi  
Usha Shrestha

Ghana Sharma  
Clement Kigugu  
Agni Malachi

**Becky Kennedy**, Merrimack Valley School District Ex-Officio Member (Absent)

DEIJ Facilitator Bird Guess, Founder and CEO of The Racial Equity Group, attended via Zoom Meeting

2. Approval of March 18, 2025 Meeting Minutes with revisions.

A motion was made by Alison Murphy to accept the minutes with revisions. The motion was duly seconded and passed unanimously.

3. Meeting Overview: Bird Guess, the DEIJ consultant from Racial Equity Group provided the overview.

4. Approve definitions of the 6 selected focus groups, script and questions: Some of the focus groups defined
  - **Residents and Stakeholders:** people who live, work, attend schools or do business within the City of Concord.
  - **Individuals with Disabilities:** people who have physical, emotional, sensory, or intellectual disabilities
  - **BIPOC:** Black, Asian, Native American, Hispanic, or Two or More Races: people who identify as Black, Asian, Native American, Hispanic or Two or more races.
  - **New Americans:** foreign-born individuals, immigrants, and refugees who are new citizens of the United States.
  - **LGBTQ+:** people who identify as lesbian, gay, bisexual, transgender, queer, or questioning.
  - **Senior Adults:** people who identify as senior adults.

The group discussed clarifying some language around each one of the items.

The Committee reviewed the draft Focus Group Introduction Script, draft Group Rules, draft Sample Questions. Details are generalized and will be refined through the interview process.

A motion was made by Noemi Wierwille to accept the draft documents as a starting point. The motion was duly seconded and passed unanimously.

5. Approve focus group brochure: The committee reviewed the draft brochure for distribution throughout the community.

A motion was made by Zoey Murphy to accept the draft brochure as a starting point. The motion was duly seconded and passed unanimously.

6. Approve focus group registration page: How to share this information through the City Website, the Manager's Weekly Memo, social media, the Concord Insider, perhaps the Concord Monitor, or a My Turn piece in the Monitor. The Committee discussed that the Focus Group is being conducted by a neutral third party, Racial Equity Group. The language is on the brochure, and this will be consistent through the outreach.

7. Focus Group Survey for selecting participants: The committee reviewed the draft survey for capturing volunteers to participate in the groups. Changes will be made and ready for posting.

A motion was made by Councilor Kretovic, to accept the draft survey as a starting point. The motion was duly seconded and passed unanimously.

8. Foundational Training- Circulate through the Committee Members availability for Training Dates on May 5<sup>th</sup> and May 6<sup>th</sup>. Mayor Champlin will inquire into the availability of the City Council Chambers.

9. Adjournment

A motion was made by Councilor Sekou, to adjourn. The motion was duly seconded and passed unanimously. The meeting closed at 7:47PM.

*Submitted by: Councilor Jennifer Kretovic*