



## 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.*