



CITY OF SALEM
RACE EQUITY COMMISSION

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FINAL – Approved 5/4/2023
MINUTES OF THE RACE EQUITY COMMISSION
MARCH 2, 2023

A meeting of the Salem Race Equity Commission (REC) was held on March 2, 2023, at 5:30pm via ZOOM, an online video conference call system in accordance with Chapter 107 of the Act of 2022.

Present on the call were: Alphonse Wright (Vice Chair), Regina Zaragoza Frey (Chair), Nicole McLaughlin, Rosa Alvarado, Paola Mirada, Tara Dhanraj Roden, Alexandra Ramos, Dr. Stephen Zrike.

This meeting was Chaired by Vice Chair Alphonse Wright at the Chair's request due to illness.

1. Approve previous meeting minutes.

- a. Thursday, February 5, 2023

February meeting minutes were not available for approval. Agenda item was tabled to next meeting.

2. Follow up from last meeting with City Solicitor's feedback.

- a. **Information on the Reporting Form is subject to Public Records' requests.**
b. **Discuss Exception C: <https://www.sec.state.ma.us/pre/prepdf/guide.pdf>**

Vice Chair Wright shared City Solicitor Beth Rennard's feedback regarding the Discrimination Reporting Form. Any information potentially collected on a Reporting Form on the City website is subject to Public Records Law. The Vice Chair further explained that there is an exception that allows "pertinent identifying information" to remain anonymous.

- 3. Discussion and roll call vote regarding the online Discrimination Reporting Form:**
 - a. Survey/Data Collection only (no follow up or action from City staff)**
 - b. Data collected on form such as name, address, phone number, description of incident, etc... (would require thorough referral process from City staff and a staff member to review the complaints)**

Vice Chair Wright led a discussion about the pros and cons of a Reporting Form that collects personal identifying information (e.g. name, email, address, phone number) and whether or not the REC wants the City to create a process for follow up.

Vice Chair Wright took a roll call vote, and the REC voted unanimously to make the Discrimination Reporting Form a Survey/Data Collection tool only. Therefore, the Form would not collect personal information, and no follow up is required from City staff.

- 4. Discuss Request for Quotations: Recruiting and Retaining a Diverse Workforce.**
 - a. <https://www.salemma.gov/purchasing/bids/request-quotes-diverse-workforce-consultant>**

Chair Zaragoza shared that the first DEI related RFQ was officially released with a March 28 deadline. Consultants will present the created plan to the REC upon its completion.

- 5. Discuss DEI Training with City Council scheduled for Saturday, March 25, 2023 at 9am.**

Chair Zaragoza extended an invitation to members of the REC to attend a DEI training held for the City Council. It is a four-hour training led by the Chair. Training falls under an exception of Public Meeting Law since it is a training and it is not considered a public meeting.

- 6. New business.**

REC member McLaughlin asked if this Commission should do a Thank You to Salem United about the efforts they put forth in February for Black History Month. There was a discussion and questions around the Commission's communication efforts and social media presence.

McLaughlin made a motion to write a thank you to Salem United. Ramos seconded the motion. The motion carried unanimously. Chair Zaragoza abstained from the vote.

- 7. Adjournment.**

The Chair entertained a motion to adjourn. The motion was seconded. A roll call vote was taken, and the motion was carried unanimously. Meeting adjourned at 6:18pm.

Respectfully submitted,

Tara Dhanraj Roden and Regina Zaragoza Frey