



**CITY OF SALEM  
RACE EQUITY COMMISSION**

DOMINICK PANGALLO  
MAYOR

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REGINA ZARAGOZA FREY, CHAIR  
ALPHONSE WRIGHT, VICE CHAIR

**FINAL – Approved August 3, 2023  
MINUTES OF THE RACE EQUITY COMMISSION  
JULY 6, 2023**

A meeting of the Salem Race Equity Commission (REC) was held on June 1, 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), Rosa Alvarado, Paola Miranda, Tara Dhanraj Roden, Alexandra Ramos, Kenzie Chin, Lisa Cammarata and Chief of Police, Lucas Miller.

- 1. Approve previous meeting minutes.**
  - a. June 1, 2023**

Chair Zaragoza entertained motions to approve the previous meeting's minutes. Motion was made by Alphonse Wright, seconded, and minutes were approved.

- 2. Continuation of Discrimination/Bias Form discussion –**
  - a. Approve changes from last meeting.**
  - b. QR Code.**
  - c. Review translation considerations from IT.**

The REC continued the discussion regarding the "Discrimination Reporting Form." Kenzie Chin suggested the wording be changed from "When did this take place?" to "When did the incident of discrimination take place" to be more specific in language. In addition, the REC members discussed rearranging the questions to make it easier for an individual to fill out the form.

The REC had some discussion regarding the potential challenges of having the Form in different languages. The REC suggested having a single QR Code that takes the person to the same landing page (as opposed to a QR code for each language) – which then offers the form in five different languages and the individual filling out the form can select the language that they prefer.

- 3. Approve Discrimination/Bias Form for publishing on the City of Salem's website – Roll Call Vote.**

**Know your rights under the Open Meeting Law M.G.L. c. 30A §18-25  
and City Ordinance Sections 2-2028 through 2-2033**

The Chair entertained a vote to approve the Discrimination Reporting Form with the changes discussed above. Lisa Cammarata made a motion to approve the Form, Alphonse Wright seconded the motion, a roll call vote was taken, and the Form was approved unanimously.

The Chair will work with the City's IT Department to have it translated and then published on the City's website.

**4. Update on the "Recruitment and Retention of a Diverse Workforce" project.**

The City of Salem received \$40,000 from the State to conduct internal work relating to DEI and HR for the Recruitment and Retention of a Diverse Workforce. The Request for Quotes came back and HCH Enterprises was the lowest bid and was thus selected to conduct the work. The REC will be involved in this project.

**5. Update on the "[Charlotte Forten Grimke](#)" project.**

The call for artists has been released for the Charlotte Forten Grimke project. Several REC members will be involved in the selection process.

**6. Flag raisings – extending an invitation to the REC.**

The REC will be invited by the Mayor's Office to attend flag raisings.

**7. New business.**

**a. Get together.**

Alphonse reminded everyone of the Human Rights Coalition and Race Equity Commission gathering on June 17 from 11am-3pm at Palmer Cove Park.

**8. 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 6:26pm.

Respectfully submitted,

Regina Zaragoza Frey