



Gary Christenson, Mayor

Racial Equity Commission Minutes of August 30, 2023

Meeting called to order at 6:00

Committee Members Present: Nate Bae Kupel, Maria Luise, Carey McDonald, James Song

Observers via ZOOM: Elena Martinez, Karen Colon Hayes

1. Roll Call of Committee Members

2. Update on DEI Coordinator Position

- We have about 20 applicants and we're currently in the process of putting a panel together to begin the interviewing process of 6 qualified applicants after Labor Day.
- Interview panel will have representatives from GMAACC, Malden Pride, Disability Commission, MPD, Civil Rights Officer and others.
- The panel will essentially decide whether any of those 6 applicants will move onto a second interview, and then as a group decide the next steps to take.
- By the next meeting we should be far long in the process and perhaps have someone in place. We need this staff person in place to really do our work. Hopefully we will get a consultant and get this person in place soon to match our timeframe.

3. Update on RFP

- Controller received 16 inquiries about the bid, but only received one final package. (only 1 firm submitted by the deadline)
- The bid that will be scored does not have the money piece on it since it should only be scored on the content (non-bid proposal). The scoring team is basically trying to figure out if this candidate (firm) meets the qualifications based on the scoring rubric (consisting of a set of questions), if not we will reopen it for 2 weeks.
- Maria recommended that those who wrote the RFP should be the ones to review the bids. The panel will consist of Cassandra, Nate, Bwann and Carey.

4. New business

- Will need to adjust the planning timeline/Gantt chart.
- REC has operated without a DEI Coordinator for about a year, we will now see what the staff consultant recommends going forward. The goal is to move quick, so those serving on the panel knows that there is a certain time commitment. A realistic time for the DEI to be chosen is by late September, early October.
- For now, keep 4th Thursdays (switch from November 23 to November 30); cancel December, maybe another early meeting January; Nate offered to send out calendar invites.

- Either by tonight, or tomorrow night, Maria will send the group the proposal that was sent by the firm along with the scoring sheet.

Adjournment at 6:56 PM.

Next Meeting: September 28th, at City Hall in Room 108