

2023-2024 Town of Concord Diversity, Equity and Inclusion Commission Action Plan



Concord, MA

As of Sep.19,2023

Focus Statement

The Town of Concord's DEI Commission is dedicated to dismantling systemic bias, removing barriers, and showcasing the imperative need and transformative results of our work.

Focus Areas

- The long-term charge is to increase cooperation, understanding, and dialog among residents of diverse cultural, religious, socio-economic, racial and ethnic backgrounds, and to promote inclusion throughout the town. The Commission will also critically consider intersections among these groups to facilitate learning, understanding, and unity.
- To realize these goals, over the course of the next twelve months, the Commission will focus its efforts on supporting the BIPOC (Black, Indigenous, and People of Color) and LGBTQIA+ communities. During this time frame, the Commission aims to achieve the following specific objectives:

Engage with Chamber of Commerce to offer training & professional support

Task	Completion Date
Organize training for members of the chamber	December '23
Determine training content and objectives with Chamber	October '23
Determine training format	October '23
Obtain a training partner/vendor	November '23
Create "Inclusive Retailer" program	May '24
Provide online training for merchants	January '24
Create a window decal for training completion	February '24
Create promotion materials for the "Inclusive Retailer" program	April '24
Launch program	May '24

Facilitate the increase of cultural programming

Task	Est. Date
Collaborate with other town organizations to broaden scope of cultural programming and cultural markers	July '23
Facilitate and promote activities, programs and policies that increase cultural awareness and recognition of BIPOC in the community	October '23
Participate/host/promote no less than 12 programs working with the community, living historians and various organization	Beginning June '23
Create and distribute an annual DEI calendar and keep the online calendar updated monthly	November '23
Promote and document program successes through media and other formats	ongoing
Conduct event debriefs with participating parties	ongoing

Celebrate the LGBTQIA+ Community through Concord Pride

Task	Est. Date
Complete commission training	October '23
Research and promote potential support groups	November '23
Implement "Concord Pride"	June '24
Create Concord Pride Committee to determine tasks and add more detail of measurable goals.	September '23
Research and amplify Concord's LGBTQIA+ history	October '23
Engage with the affinity programs at local schools	February '24
Create educational programming	September '24
Launch "Concord Pride"	Spring '24

Engage with public safety on various ways to educate & support

Task	Est. Date
Meet with the Chief or a designated Lieutenant at least quarterly	Quarterly beginning September '23
Hold four educational sessions in conjunction with public safety that drives attendance of 100 people	Quarterly beginning September '23
Work with the Police Department to clarify and create a means of measuring success	December '23
Work with the Police Department to determine in what ways the Commission can support school resource officers to combat bias in schools.	September '23

Partner with
the Town
Manage to
Review and
Provide Input
on the
potential DEI
Director hire

Task	Est Date
Create a list of Town needs	September '23
Provide suggested roles and responsibilities of the new position	September '23
Provide suggestions for potential recruitment advertising	Fiscal year 2025
Commission member(s) participate in hiring screening process (criteria process, application, screening, and/or interview)	Fiscal year 2025

Research Town-wide Incident Reporting System

Task	Est. Date
Review best practices from other municipalities	November '23
Determine the type of incidents to be monitored and invite Public Safety and Human Rights Council to participate in the development of the reporting system	November '23
Draft an incident intake form	December '23
Work with town to create an incident escalation tree	January '24
Work with the town to create response expectations	January '24
Determine reporting periods	December '23
Present recommendations to Town Manager	March '24