Committee Members Present: Robert Cook, Lisa King, Sheridan Threadgill, Jane Smith, Dori DeLaCruz
Office staff: Deanna Cada, Heaven Allen

1. Call to Order/Introductions
   Mr. Cook called the meeting to order at 6:03 p.m.

2. Agenda Approved
   Mr. Cook made a motion to approve the agenda. The motion passed by consensus.

3. Minutes Approved from 4/21/2022
   Mr. Cook moved to approve the minutes of the February 10, 2022, meeting. The motion passed by consensus.

4. Old Business
   a. Survey Launch Discussion – Ms. Cada asked the group to review the survey flow and comment on any opportunities to improve the survey. Discussion ensued regarding translation services to add Spanish & Arabic language options. It constructed the survey to include FAQs and resources for those that request that information.
   b. Survey Distribution Discussion – Discussion ensued about maintaining confidentiality while collecting contact information for the drawing. Mr. Cook developed a Google Doc to assist with distribution planning. Ms. Cada will include QPR information with the survey. Ideas generated for distribution:
      i. Daily Chronicle/Print Media
      ii. Radio opportunities, including Guest DJs
      iii. Funded partners
      iv. Police Social Worker
      v. Local Barbershops
      vi. NIU, including the DEI office
      vii. School Boards & School Groups
      viii. Local Corporations
      ix. DeKalb County Health Department
      x. Back to school fairs and giveaway events
      xi. Restaurants – flyers and tabletop tents
      xii. Grocery stores
      xiii. Community celebrations such as July 4th celebrations
      xiv. Park districts
   Discussion ensued about the stop date for the survey. There is a soft end date of August 1, but it may extend to September 1 to capture back-to-school and NIU populations. The committee agrees that reach out to professional and personal networks.

5. New Business

6. Date of next CEBiB Committee Meeting – June 23, 2022, at 6:00 p.m. Hybrid Meeting

7. Adjournment
   The meeting was adjourned at 6:40 p.m. A motion passed by consensus.
Respectfully submitted,

_______________________________________  _______________________________________
Robert Cook Chairman                        Deanna Cada, Recording Secretary