

# Equity, Diversity & Inclusion Advisory Council Meeting Minutes

**Date/Time/Location:** November 9, 2021 – 4PM  
Executive Boardroom, via ZOOM

**Attendees:** Angelia Brooks, Natasha Brown, Lorraine Durnford-Hill, Edith Reyes, Danisha Allen, Desiree McKenzie, Claudine Cousins, Julie McAlpine

**Regrets:** Dillon Pilger

<u>Item</u>	<u>Discussion topic</u>	<u>Action/ Timeline/ Lead</u>
<b>Consent Agenda</b>		
1.	Julie read the Land Acknowledgement Statement. Claudine reminded everyone to reflect on the words. Council members are asked to take turns and share reflections. Angelia clarified why she would not be saying the LAS.	
2.	<b>Acceptance of Consent Agenda:</b> <ul style="list-style-type: none"> <li>Agenda – November 9, 2021</li> <li>Minutes – September 14, 2021</li> </ul>	Moved: Angelia Second: Natasha  Moved: Natasha Second: Lorraine
<b>Business Arising</b>		
3.	<b>Commemorative Dates</b> <ul style="list-style-type: none"> <li>Members were asked to review the suggested dates and advise if any are missing or should be removed.</li> <li>Lorraine shared a link of additional resources <a href="https://www.disabilitytalent.org/2021-disability-diversity-calendar">https://www.disabilitytalent.org/2021-disability-diversity-calendar</a>,</li> <li>Commemorative dates will be included on the calendar on the website, EDI page and through social media.</li> <li>Claudine clarified that Jamie does research around some of the dates where possible. Anyone on the committee with knowledge or experience to share can reach out to Jamie or in the case of external contacts, send to Julie to connect with Jamie.</li> </ul>	Add Canada Day and send Jamie updated list.
4.	<b>Profile of Council Members</b> <ul style="list-style-type: none"> <li>As we try to build capacity as a Council, Jamie is interviewing members and sharing their profiles through the newsletter and on the EDI page on the website.</li> <li>We want staff, board, volunteers, external community to know who is on our council, what we're about, and trying to do.</li> <li>Jamie has interviewed three council members and two shared their experience. Hopefully other members will agree to be interviewed and have their profile shared.</li> </ul>	Email Jamie or Julie if interested in being interviewed.

New Business			
5.		<b>Safer Spaces Training</b> <ul style="list-style-type: none"> <li>Claudine provided an overview of the Safer Spaces Training, through the Gilbert Centre, with the goal to create more inclusive services and workplaces for 2SLGBTQ+ communities.</li> <li>Training will be online starting in January, at a person's own pace and evaluated following the first session.</li> <li>The agency will get a designation based on training levels completed.</li> </ul>	
6.		<b>Annual Review of Terms of Reference</b> <ul style="list-style-type: none"> <li>The Council's Terms of Reference are up for annual review.</li> <li>The TOR indicate meeting occur 4 times/year (Sept/Nov/Mar/May) with work continuing to happen in between meetings.</li> </ul>	
7.		<b>Meeting Chair</b> <ul style="list-style-type: none"> <li>Looking for a Chair for a one-year term.</li> <li>Claudine outlined the expectations of the role. Claudine will still attend and provide support.</li> <li>Edith and Desiree have agreed to co-chair this year. Desiree requested some training before the March meeting.</li> </ul>	Set up some training dates for Desiree.
8.		<b>Request for Volunteer</b> <ul style="list-style-type: none"> <li>Desiree brought forward a request by a colleague on behalf of a person in group living with a request for a volunteer with a shared cultural background.</li> <li>As we develop capacity to recognize this need, we will need to figure out the best way to provide this support to people.</li> </ul>	
9.		<b>Council Member Recruitment</b> <ul style="list-style-type: none"> <li>The Terms of Reference indicate we need no fewer than 7 and no more than 12 members. We need to recruit one more person for March.</li> <li>Discussed a targeted recruitment e.g. South-Asian community.</li> <li>Include messaging we are recruiting new members with the Council profiles. Jamie will be doing a recruitment for volunteers, this could be included.</li> <li>Suggested asking Ben if he would return to the Council.</li> </ul>	Lorraine to reach out to toastmaster group.  Natasha to contact Ben.
Workplan Updates			
10.		<ul style="list-style-type: none"> <li>Claudine provided an update on the status of the workplan.</li> <li>Claudine continues to speak to other agencies about this committee and the work being done and spoke about opportunities for Council members to present our work to others.</li> </ul>	
Next Meeting			
		<ul style="list-style-type: none"> <li>March 8, 2022, 4:00 – 5:00pm</li> <li>Reach out if there is anything you want to bring forward.</li> </ul>	Julie will send out the minutes and March meeting invite.