

Oshawa Community Diversity Equity & Inclusion Committee

Meeting Date: Wednesday, November 2, 2022
Meeting Time: 7:00 pm to 9:00 pm
Location: **The Lookout, Lower Level, RMG**
(Robert McLaughlin Gallery, 72 Queen St, Oshawa, ON L1H 3Z3
and Meeting by WebEx)

Attendees: Uzma Danish (Chair), Daniel Crosmas, Lincoln Edwards, Mariia Pitolai, Davaun Francis, Christine Goodwin, Mary Baddam.

Regrets: Bev Fiddler, Donald Igbokwe, Michelle Neill, Don Shields.

Staff: Julie Maclsaac, Kaitlin Namek.

Meeting Notes:

1. Welcome & Land Acknowledgement

- Uzma Danish (Chair) welcomed attendees and delivered the City of Oshawa's Land Acknowledgment.

2. Approval of Agenda

- Lincoln moved to approve the agenda. The motion was seconded by Christine and passed unanimously.

3. Approval of the September Meeting Notes

- Davaun moved to approve the September meeting notes. The motion was seconded by Mary. The meeting notes were approved unanimously.

4. City Updates

4.1. Lakeridge Health I.D.E.A. Presentation

- At the September meeting of the CDEIC City Staff were asked to organize a presentation from Lakeridge Health on the findings of their I.D.E.A. community consultations.
- Kaitlin shared that this presentation has been scheduled for the first 20 minutes of the November 2022 meeting of the CDEIC.

4.2. Anti-Islamophobia Training

- City staff presented an opportunity for CDEIC members to participate in Anti-Islamophobia training delivered by the CCMW at the September meeting of the CDEIC.
- City staff have arranged for a self-directed training module to be made available to the CDEIC and will share via email before the November meeting of the CDEIC.

4.3. Days of Significance

- Kaitlin shared information about the City's recognition of days of cultural significance with committee members.

- Lists of these dates are maintained by the DEI Officer, posted monthly to the City's website and recognized through posts on social media.
- It was noted that these posts could be made more accessible by adding image captions in addition to alternate text, including closed captioning on videos, ensuring that periods were placed at the end of lists/bulleted items and by using plainer language.
- Kaitlin encouraged CDEIC members to review the list of upcoming Days of Significance regularly to provide feedback to City staff if there are additional dates to add to the list and determine if there are occasions the committee may wish emphasize.
- It was suggested demographic data be used to determine which days to prioritize.
- Julie asked if CDEIC members would be interested in requesting a proclamation for Human Rights Day. All committee members were in favour of the proposal. City staff will put this request forward on behalf of the CDEIC.
- Kaitlin explained that City staff are in the process of developing a plan for the recognition of Black History Month and asked if committee members would like to contribute.
- Members agreed to defer decisions about how they would like to participate until they have heard suggestions from the City's DEI Staff Team and other stakeholders. The DEI Officer will solicit feedback from stakeholders and present to the CDEIC at the November 30th meeting.

5. Review of City Proposals for Consideration

5.1. City Proposal for 2023 Meeting Dates

- City staff presented members with proposed meeting dates for the first half of 2023. The dates were chosen based on the past practice of meeting on the last Wednesday of each month.
- Members agreed to add a meeting in March of 2023.
- The members agreed to re-assess the need for meetings in July and August in the new year.
- The DEI Officer will revise the proposed meeting schedule and circulate to members for approval.

5.2. City Proposal for CDEIC Member Recruitment Process

- City staff presented CDEIC members with a City proposal for a standardized process for recruiting new members to the CDEIC.
- Discussion occurred on the term limit for members set out in the proposal, and members agreed by consensus that instead of requiring members to take a year off after the completion of 2 terms that they be required to reapply for their position.
- Discussion occurred regarding the recruiting process for filling irregular vacancies in the proposal. No consensus was reached on the Process to Fill Irregular vacancies.
- Kaitlin will redraft the proposal using the feedback from CDEIC members.

- A new draft of the proposal will be distributed to members for comment via email before the November CDEIC meeting.

5.3. City Proposal for the Addition of Vice-Chair

- The members unanimously agreed to the addition of a Vice-Chair and the role of the Vice-Chair as described in the proposal.
- Committee members discussed whether the term of the Chair/Vice-Chair should be increased to two years. Members reached consensus on a term of one year.
- The members unanimously agreed to the timeline and selection method for the Chair and Vice-Chair outlined in the proposal.
- As outlined in the proposal adopted by the committee, members will declare their intention to stand for Chair at the October meeting of the CDEIC. The CDEIC agreed that because several were not present at the meeting a communication should be shared with all members to allow everyone a chance to indicate their desire to run for Chair.
- The DEI Officer will send a committee-wide email explaining the Chair selection process and asking members to declare their intention to stand for Chair before the next meeting of the CDEIC.
- Chair and Vice-Chair will be chosen using the process outlined in the proposal at the November 30 meeting of the CDEIC.

6. Selection of Committee Decision-making Process

- Members agreed that operating on a consensus model was preferable, but would like a mechanism to make decisions in the event of deadlock.
- City staff will draft a proposal incorporating these comments and will share with the members for review.

7. Additional Agenda Items

7.1. Member Check-ins with CDEIC Chair

- Check-ins with the CDEIC Chair have been postponed pending the results of the Chair selection process.

8. Next Steps

- DEI Officer to share link to the Anti-Islamophobia training module with committee members via email before the November meeting.
- DEI Officer to present suggestions for recognizing Black History Month generated by the City's DEI Staff Team and other stakeholders at November 30 meeting of CDEIC. Committee members will determine how they would like to be involved at that time.
- City Staff will request a proclamation for Human Rights Day on behalf of the CDEIC.
- DEI Officer to revise the proposed meeting schedule and circulate to the CDEIC for approval.

- DEI Officer to redraft the proposal for the CDEIC Recruitment process using the feedback from CDEIC members. The proposal will be distributed to members for comment via email before the November CDEIC meeting.
- Elections for CDEIC Chair/Vice-Chair will be take place at the November 30th meeting of the CDEIC.
- DEI Officer to send a committee-wide email explaining the Chair selection process and asking members to declare their intention to stand for Chair before the next meeting of the CDEIC.
- DEI Officer to draft a decision-making process that incorporates feedback from CDEIC members. Draft will be distributed to members for comment.