

Diversity, Equity and Inclusion (DEI) Action Coalition

February 5th, 2024

5:30 p.m. - 7:30 p.m.

Oxford County Administration Building (Room 129)

Minutes

Members in Attendance: Joanna Mitchell, Patricia Marshal, Pauline Janke, Kashif Afsar Siddiqui (virtually), Tami Murray (virtually), Amy McKague, Tajay Turner

Regrets: None.

Staff Support: Ayesha Sajid (Oxford County – staff support), Julie Middleton (South-West Oxford – staff support)

1. Call the Meeting to Order (5:30 p.m.)

Chair Julie Middleton called the meeting to order at 5:33 p.m. With guests and new members at the meeting this evening, the committee participated in round table introductions.

2. Land Acknowledgement and Statement of Reconciliation (Patricia Marshall)

Patricia Marshall read a Land Acknowledgement and Statement of Reconciliation.

3. Committee Member Check-In

Members of the Committee took a few moments to share how they are feeling going into the meeting tonight, and if there is anything going on that may impact them personally. The intent of this portion of the agenda is to give each member space to share if there is anything weighing on their minds.

4. Appointment of the Chair (2024)

Resolution No. 1 Moved by Pauline Janke
 Seconded by Joanna Mitchell

RESOLVED that Patricia Marshall be appointed as the Chair of the DEI Action Coalition for the year ending December 31st, 2024.

DISPOSITION: Motion Carried

5. Approval of the Agenda of Monday, February 5th, 2024

Resolution No. 2 Moved by Joanna Mitchell

Seconded by Tami Murray

RESOLVED that the DEI Action Coalition approve the agenda for the February 5th, 2024 meeting.

DISPOSITION: Motion Carried

6. Approval of the Minutes of Thursday, November 30th, 2023

Resolution No. 3 Moved by Joanna Mitchell
 Seconded by Pauline Janke

RESOLVED that the minutes of November 30th, 2023 meeting of the DEI Action Coalition be approved as presented, as amended (item #6).

DISPOSITION: Motion Carried

7. Business Arising from the Minutes

i. Final Community Agreement (Pauline Janke)

The Community Agreement and Code of Conduct will be circulated for final consideration and approval by the Committee at the next meeting.

ii. Draft Inclusion Charter for Oxford County - Attached (Ayesha Sajid)

Members of the Committee reviewed the draft Inclusion Charter and provided the following comments:

- It was noted that is the committee intention, with support from the Steering Committee, to share the Inclusion Charter with all area municipalities for their support by resolution of Council.
- Work is being done on behalf of the area municipalities through the Safe and Well Oxford Community Safety and Well-being Plan.
- The draft includes good measures of accountability and lays the groundwork – suggest this as the minimum – consider what else can be done.
- Consider provisions in relation to hiring suppliers and service providers that are trained in DEI (similar to accessibility). We can encourage training.
- Include direct language – ‘under represented, historically underserved communities, oppressed communities’. Under-represented in a particular space doesn’t necessarily mean historically underserved

communities, intergenerationally underserved communities. Discussion took place regarding the use of these terms in the Inclusion Charter.

- Consider developing and attaching a general code of conduct for services providers/contractor to review, acknowledge and sign in relation to expectations/behaviour – can this be worked into the procurement process/policy itself for the County and area municipalities.
- Discussion regarding procurement and employment opportunities – how are these advertised, consider where they should be advertised to ensure that they reach all. How can we make companies know what opportunities exist within the County – are there other platforms that we could use – input from the Action Coalition is required.
- The Committee will need to give consideration to what actions they would like to see to show support and commitment to the Inclusion Charter – discussion took place regarding collaboration with area municipalities. Buy-in is need to advance DEI initiatives. Julie will reach out to area municipalities to find out which have created independent DEI Committees and invite a representative to attend our next meeting in March to discuss.

Resolution No. 3

Moved By Patricia Marshall
Seconded By Joanna Mitchell

RESOLVED that the DEI Action Coalition provide direction to staff to send an invitation to area municipality leads to attend the March DEI Action Coalition meeting (discussion re: Oxford Inclusion Charter).

DISPOSITION: Motion Carried

8. Next Steps

i. Public Education/Awareness

- i. County of Oxford DEI webpage content (status update – Ayesha Sajid)

Ayesha provided the Committee with an overview of the draft content for the Oxford Diversity, Equity and Inclusion webpage. Information will be provided for residents, resources for business. The purpose of the development of the page is education, awareness and advocacy.

