

## **Diversity, Equity and Inclusion (DEI) Action Coalition**

**March 11<sup>th</sup>, 2024**

5:130p.m. - 7:305 p.m.

Oxford County Administration Building (Room 129)

### **Minutes**

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**Members in Attendance:** Patricia Marshall, Pauline Janke (virtually), Joanna Mitchell (virtually), Tami Murray (virtually), Amy McKague, Kayle Han (virtually)

**Regrets:** Kashif Afsar Siddiqui

**Staff Support:** Ayesha Sahid (Oxford County – staff support), Julie Middleton (South-West Oxford – staff support), Sarah Hamulecki (Oxford County – staff support)

**Guests:** Will Jacques (East Zorra-Tavistock), Karen Martin (Zorra), Danielle Richardson (Ingersoll), Tricia Sabessar (Ingersoll), Beth Dobson (Woodstock), Sunayana Katikapalli (Woodstock)

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

#### **2. Committee Member Check-In**

Members expressed support for discussions and learning this evening and hope to have more collaboration going forward.

#### **3. Land Acknowledgement and Statement of Reconciliation (Patricia Marshall)**

Patricia Marshall noted that as the committee sits this evening, in a circle, members are taking care of our relationships with one another and honouring seventh generation teachings – no one member is above the other, everyone is equal.

#### **4. Approval of the Agenda of Monday, March 11<sup>th</sup>, 2024**

Resolution No. 1                      Moved By Patricia Marshall  
  Seconded By Ayesha Sajid

RESOLVED that the DEI Action Coalition approve the agenda for the Monday, March 11<sup>th</sup>, 2024 meeting.

DISPOTISION: Motion Carried

#### **5. Approval of the Minutes of Monday, February 5<sup>th</sup>, 2024**

Resolution No. 2            Moved By Patricia Marshall  
  Seconded By Ayesha Sajid

RESOLVED that the DEI Action Coalition approve the  
Monday, February 5<sup>th</sup>, 2024 meeting minutes as presented.

DISPOTISION: Motion Carried

## 6. Discussion Items

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

Ayesha Sajid presented to the Committee and those in attendance the draft Inclusion Charter for Oxford County for review, comments and input. Julie Middleton noted that the DEI Action Coalition has been working on this initiative for the last couple of months and that this initiative was included in the Safe and Well Oxford Plan. She advised that it is the Committee's intention to finalize the document and bring it forward to the Safe and Well Oxford Steering Committee for endorsement and support before sharing with all participating municipalities for their endorsement and support as well. She advised that the meeting tonight was an opportunity to update area municipalities on this project and get their initial thoughts and feedback.

The following comments were made, specific comments in relation to changes and additions to the draft Inclusion Charter were recorded separately for amendments to be made.

- The Town of Ingersoll DEI Committee has reviewed the draft document and expressed their support. They had discussion regarding implementation timeframes, accountability and enforcement of the inclusion charter. The document aligns with the Town of Ingersoll's DEI Committee goals.
- It was questioned what resources may be made available to the area municipalities in relation to implementation of the inclusion charter (i.e. sample policies, training, public education).
- There is concern that some municipalities may not support or work towards achieving the goals of the inclusion charter and that there is no method to ensure this happens. It was noted that the Inclusion Charter is intended to provide area municipalities with recommendations and support in relation to what they can do to promote DEI initiatives within their municipalities. Area municipalities would be encouraged to share updates in relation to what they have done locally in alignment with the Inclusion Charter once finalized and approved.

- Discussion took place regarding the Annual Safe and Well Summit (November, 2024) – this may be an appropriate venue and time for area municipalities to share what they have done or are working on in relation to the charter. However, it would likely be up to area municipalities how they would like to do this.
- There is a commitment from City of Woodstock Council to work together with the Safe and Well DEI Action Coalition to promote DEI internally and externally and share resources and show action.
- Area municipal Councils have already approved the Oxford Safe and Well plan which includes the development of an Inclusion Charter for Oxford County. The Action Coalition hopes that we can work together on this initiative with area municipalities – potential opportunity to meet together once annually?
- It was noted that the Action Coalition is still in the process of making changes to the draft document.
- Julie will circulate the updated draft document and approved minutes of area municipalities as an update.

ii. Final Approval of DEI Action Coalition Community Agreement

The Committee reviewed and provided final comments and amendments to the Community Agreement - Pauline Janke made necessary changes to the Google doc.

iii. Final Approval of DEI Action Coalition Code of Conduct

Committee members were asked to give final review of the Community Agreement and Code of Conduct in advance of the next meeting date so that final approval may be given.

**7. Next Meeting Date – Monday, April 8<sup>th</sup> at 5:30 p.m. (TBD)**

**8. Adjournment (7:38 p.m.)**

Resolution No. 3	Moved By Tami Murray Seconded By Patricia Marshall
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RESOLVED that the DEI Action Coalition meeting adjourn at 7:38 p.m.

DISPOSITION: Motion Carried