

Diversity, Equity, and Inclusion (DEI) Action Coalition

March 24th, 2025

5:00 pm - 7:00 pm

Oxford County Administration Building (virtual)

Minutes

Members in Attendance: Joanna Mitchell, Tajay Turner-Smith, Patricia Marshall, Leila Abouzeeni

Regrets: Pauline Janke, Tami Murray & Amy McKague.

Staff Support: Ayesha Sajid (Oxford County) – staff support

1. Call the Meeting to Order (5:03 pm)

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

3. Committee Member Check-In

4. Approval of the Agenda of Monday, March 24th, 2025

- a. Moved by Joanna Mitchell
- b. Seconded by Patricia Marshall

5. Approval of the Minutes of Monday, Feb 24th, 2025

- a. Moved by Tajay Turner-Smith
- b. Seconded by Leila Abouzeeni

6. Discussion Items:

- I. One of Oxford County's Strategic Plan goals is to have a Climate Action Plan. Chelsea Martin seeks the Coalition's members' perspectives on the effects of climate change on equity-seeking groups.
 - Ayesha updated that Chelsea was not feeling well and would attend our next meeting.
- II. Discuss goals/priorities- Education & Awareness:
 - a. DEI and Human Rights (Postcard draft attached)
 - Ayesha shared her and Tajay's postcard drafts to show what it would look like with the information added to a card.

- Joanna's feedback on Ayesha's draft was creating an infographic with less information and suggesting simpler graphics. Joanna added that the postcard Tajay created was quicker to read; however, she suggested shorter bullets and simplified language.
- Ayesha suggested changing the image on Tajay's postcard.
- Leila suggested adding a QR code that could be scanned for additional information and less information on Ayesha's and Tajay's drafts.
- Patricia suggested a change in the font on the postcard created by Tajay.
- Tajay suggested changing the language in the chart from the word "demanding."
- **Action:** Ayesha will run both drafts by Pauline, Tammy, and Amy and work on revising the language.
- Patricia suggested the group consider the systems level vs. citizens level and further suggested adding a slogan, "We've got you covered."
- Tajay added to Patricia's point about considering the "citizen level" and suggested adding an umbrella image for people to understand the terms listed better.

b. Which significant days do the Committee members want to recognize that could help shape specific targeted education or events for this year and next & why?

- Ayesha shared that she has been sent the significant days committee members would like to be added to the calendar; however, she suggested narrowing things down to focus on the specific education target. Ayesha shared a sample calendar that would be used as a guiding document. Ayesha will send a final version of the calendar again for members to review, select days to write educational content, and post that day.
- c. The Committee can also work on developing educational materials on issues highlighted in the Safe and Well Oxford Community Safety & Well-being Plan, e.g., racial issues, racial inclusion in schools, human rights, etc.
- **Action:** Discussion at next meeting: Training with police on unconscious bias

III. Update on DEI Action Coalition Webpage- Article of the Month & Unconscious Bias Questionnaire.

- Ayesha reminded the committee members to sign off for the month they would like their Article of the Month to be posted focusing on DEI-relevant issues. Ayesha shared with committee members that they could introduce themselves and share why the article was chosen.

- Ayesha shared that there will be an archive section on the web page where individuals can access the article of the month previously posted.
- Ayesha shared that the month's article for March did not get posted; however, it will be in April. Ayesha indicated this would change the schedule previously discussed; however, it would start with Ayesha's article and move to Pauline's.

Committee Action- Send articles to Ayesha for approval so they can be posted on time.

7. Next Meeting Date – April 28th, 2025

8. Committee Member Check-out

9. Adjournment (6:15 pm)

- a. Moved by Joanna
- b. Seconded by Tajay and Leila