

Agenda

Diversity, Inclusion and Anti-Oppression Advisory Committee

The 2nd Meeting of the Diversity, Inclusion and Anti-Oppression Advisory Committee
January 16, 2020, 12:00 PM
Committee Room #3

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Pages

- 1. Call to Order**
 - 1.1 Disclosures of Pecuniary Interest

- 2. Opening Ceremonies**
 - 2.1 Acknowledgement of Indigenous Lands
 - 2.2 Traditional Opening

- 3. Scheduled Items**

- 4. Consent**
 - 4.1 1st Report of the Diversity, Inclusion and Anti-Oppression Advisory Committee 2

- 5. Sub-Committees and Working Groups**
 - 5.1 Awards and Recognition Sub-Committee 4
 - 5.2 Education and Awareness Sub-Committee
 - 5.3 Policy and Planning Sub-Committee
 - 5.4 Community Diversity and Inclusion Strategy

- 6. Items for Discussion**
 - 6.1 2020 Work Plan
 - 6.2 Upcoming/Exigent Events, Meetings and Celebrations

- 7. Adjournment**

Next Meeting Date: February 20, 2020

Diversity, Inclusion and Anti-Oppression Advisory Committee

Report

The 1st Meeting of the Diversity, Inclusion and Anti-Oppression Advisory Committee
December 19, 2019
Committee Room #3

Attendance PRESENT: R. Hussain (Chair), J. Braithwaite, M. Buzzelli, F. Cassar,
C. DuHasky, B. Hill, M. Mlotha and D. Turner (Committee Clerk)

NOT PRESENT: Z. Hashmi

ALSO PRESENT: K. Husain, S. Khan, M. Schulthess, I. Silver, and B.
Westlake-Power

The meeting was called to order at 12:00 PM.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

1.2 Election of Chair and Vice-Chair for the term ending in November 30, 2020

That it BE NOTED that the Diversity, Inclusion and Anti-Oppression
Advisory Committee elected R. Hussain and F. Cassar as Chair and Vice
Chair, respectively, for the term ending November 30, 2020.

2. Opening Ceremonies

2.1 Acknowledgement of Indigenous Lands

That it BE NOTED that the meeting was opened with an
Acknowledgement of Indigenous Lands by R. Hussain.

2.2 Traditional Opening

That it BE NOTED that no Traditional Opening was received.

3. Scheduled Items

None.

4. Consent

4.1 8th Report of the Diversity, Inclusion and Anti-Oppression Advisory Committee

That it BE NOTED that the 8th Report of the Diversity, Inclusion and Anti-
Oppression Advisory Committee, from its meeting held on November 21,
2019, was received.

5. Sub-Committees and Working Groups

5.1 Awards and Recognition Sub-Committee

That it BE NOTED that the committee held a general discussion with respect to the Awards and Recognition Sub-Committee's recent activities, including a debrief on the 2019 London Diversity, Race Relations and Inclusivity Award; it being further noted that the sub-committee meeting minutes, as appended to the agenda, were received.

5.2 Education and Awareness Sub-Committee

That it BE NOTED that the committee has approved, in principle, the contents of the Education and Awareness Sub-Committee's orientation package, noting that further revisions may be necessary to ensure compliance with existing City policy/guidelines; it being further noted that the committee heard a verbal update from M. Mlotha and K. Husain with respect to the recent joint Education and Awareness Sub-Committee and Policy and Planning Sub-Committee meeting.

5.3 Policy and Planning Sub-Committee

That it BE NOTED that the committee heard a verbal update from M. Mlotha and K. Husain with respect to the recent joint Education and Awareness Sub-Committee and Policy and Planning Sub-Committee meeting; it being further noted that the joint sub-committee meeting minutes, as appended to Item 5.2 on the agenda, were received.

5.4 Community Diversity and Inclusion Strategy

That it BE NOTED that the committee held a general discussion with respect to members' involvement in the Community Diversity and Inclusion Strategy.

6. Items for Discussion

6.1 2020/2021 Work Plan

That it BE NOTED that the committee held a general discussion with respect to the 2020/2021 work plan.

6.2 Upcoming/Exigent Events, Meetings and Celebrations

That it BE NOTED that the committee held a general discussion with respect to upcoming/exigent events, meetings and celebrations.

7. Adjournment

The meeting adjourned at 1:40 PM.

London Diversity and Race Relations Committee

Awards and Recognition Sub-Committee Meeting

January 9, 2020

Time: 3:30 pm – 4:30 pm

Attendees: Zeba Hasmi, Fae Andrighetti, Flo Cassar, Kash Hussain, Ian Silver, Dan Turner

1. Debrief of 2019 DRIA Award Celebration:

What Went Well:

- New process for plaque presentation was well received (i.e. negated waiting in hallways and enabled participation by DIAAC Sub-Committee)
- Highest number of nominees received than in previous years and 13/14 were new nominations
- Leveraging CDIS forum to create awareness generated nominations
- Event was well attended (i.e. 50 people)
- Everyone spoke – either at Council or at reception
- All winners were present and opportunity to speak. Four of nine nominees attended the event and presented at reception.
- Strongest public coverage, i.e. London Free Press, local news, CBC productions. Covered presentations and interviewed guests
- No complaints received regarding notification
- Gifts were well received by nominees and winners
- Cost below plan: app. \$1,050.
- Strong engagement by Councilors; meeting 1:1 beforehand with new Councilors was beneficial
- Cafeteria location was optimal: Cafeteria staff also appreciated the closer location
- Dan was very helpful in addressing last minute gaps, i.e. bringing coats up, mics
- Great food!

How Can We Improve Next Year's Event:

- Improve room location or logistics of where Mayor speaks prior to Council, i.e. ensure Mayor and Councilors also have seats and Mayor can be heard
- Reach out to Mayor's Office (i.e. Executive Assistant or Director Communications) prior to the celebration to ensure alignment, i.e. participation by DIAAC Sub-Committee in presenting awards
- Ensure presentations from recipients at Council presentation are concise

Action:

D. Turner:

- Update DIAAC website with new recipients and photos if possible
- Update inventory list of DIAAC nominations

K. Hussain and Z. Hasmi: Develop a template that outlines the series of events on the day of celebration (i.e. schedule, speech content, what happens in Chamber, etc.)

2. 2020 Work Plan:



DIAAC Work Plan
2020 010820.docx

Action:

F. Cassar to discuss extent of engagement possible with Mayor's award with D. Turner.

K. Hussain to provide Accessibility booklet for use as a template for DRIA booklet

Next Meeting: Wed. February 5th @ 3:30pm

DIAAC Awards and Recognition Sub-Committee Work Plan 2020

Goal	Activities	Budget	Status	Responsibility
1. Plan and Execute an Annual Awards and Recognition Event in collaboration with the City	1.1 Maintain the Project Plan and complete tasks on scheduled dates 1.2 Develop budget for approval by DIAAC and keep costs within budget.	\$1,600 (reflects entire Awards and Recognition budget)	1.1 Ongoing 1.2 Budget approved	Awards Sub-Committee members and support from CoL Administration and Communication
2. Submit nominations to the City Awards: a) Mayor's Awards b) Distinguished Londoner Award	2.1 Pursue nominations towards these awards through the organizations we are engaged with 2.2 Increase awareness of the City's Awards to DIAAC network	Within existing budget of \$1,600, if required	Broadened initiative in progress	Awards and Recognition Sub-Committee
3. Increase awareness and participation of the Annual Rewards and Recognition program	3.1 Maintain an inventory of all nominators/ nominees including contact information and invite participation of the annual event 3.2 Update and distribute template to provide Councilors with information relative to events to assist with promotion and recognition. Present to CPSC. 3.3 Work with CoL Communications to increase awareness and engagement in annual nominations process via social media 3.4 Leverage International Human Rights Day which could potentially be same date as Awards celebration 3.5 Continue to leverage CDIS network	Within existing budget of \$1,600, if required	3.1-3.5 Ongoing 3.6 New initiative In progress	3.1-3.3 Awards Sub-Committee and support from CoL Administration and Communication 3.4 I. Silver will lead 3.5 Sub-Committee members of CDIS to lead (F. Cassar, K. Hussain) 3.6 Z. Hasmi and K. Hussain to lead.

	3.6	Create DRIA Information pamphlet and distribute to City sites (i.e. library sites)			
4. Promote Award and Recognition Winners and Nominees	4.1 4.2 4.3 4.4 4.5	Provide Councillors with information of winners within their areas and encourage recognition Leverage social media platforms Optimize DRIA/City Website Include nominees in promotion where possible Request CoL issue media release to promote nominations (i.e. September)	Within existing budget of \$1,600, if required	4.1 Ongoing 4.2-4.4 Broadened focus in progress 4.5 New initiative in progress	Awards Sub-Committee and CoL Administration and Communication
5. Educate and Engage DIAAC Committee members and Councillors	5.1 5.2 5.3	Invite DIAAC Committee members to participate in site visits of nominees to learn about the organization and support a potential nomination of the annual award nominations process. Provide education at DIAAC Committee meetings or other forums as available. Identify and promote provincial awards and distribute to those on DRIA inventory (i.e. June Collwood Award, Lincoln Alexander, J. Allyn Taylor, Peggy Sadler award).	Within existing budget of \$1,600, if required	5.1-5.2 Ongoing 5.3 New initiative in progress	Awards Sub-Committee and CoL Administration 5.3 Z. Hasmi and K. Hussain to lead
6. Maintain Awards and Recognition By-Laws and Policy	6.1 6.2	Annually review DRIA policy and Bylaw A.7012-284 to ensure it is up to date. Review By-Law related to Mayor's New Year's Honours List with keen focus on reserves and eligibility criteria (i.e. Advisory members).	Within existing budget of \$1,600, if required	6.1 Ongoing 6.2 Broadened focus in progress.	Awards Sub-Committee members in partnership with DIAAC