

Meeting minutes

Meeting: DIAAC Education & Awareness Sub-Committee

Date: Thursday, April 13, 2017

Time: 1:30pm

Location: Committee #3

Attendees: Leroy Osbourne, Kash Husain, Lina Hernandez, Zeba Hasmi, Saleha J. Khan

Regrets: Shirley Honyust, Charlene Camillo

NEXT MEETING: Thursday, May 4th at 1:30pm TBD

Item	Discussion	Action Item/Responsible Party
1. Presenter criteria	<u>Guidelines</u> Religious leaders/speakers allotted up to 15 minutes. Experts/organizations allotted up to 20 minutes. Individuals up to 10 minutes	Zeba - email template to provide future speakers to DIAAC regarding a/v needs, honorariums, time allotment, parking, brief composition of DIAAC and what the committee is. Any and other content Zeba sees appropriate. To review with sub-committee at June meeting at latest.

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<p>2. Review old LDDRAC promotional material. Pull verbiage that would be ideal for brochure and posters for DIAAC.</p>	<p>a) Review, ' London Race Relations Policy' b) Review, 'Diversity Policy for the City of London' booklet</p> <p>Link to above documents:</p> <p>-What content would be applicable to keep/add/remove from the brochure, 'Diversity means you, diversity includes you...'</p>	<p>Three members- provide feedback & suggestions for brochure.</p> <p>- 'Diversity means you..' brochure front page</p> <p>- 'Diversity means you...' brochure page 2</p> <p>You will need to add the KAMI plug-in within Google docs to make notations directly to brochure OR add suggestions to 'suggestions' Google doc.</p>
<p>3. Feedback on DIAAC swag</p>	<p>Potential items to provide to new members, guest speakers, general swag to promote DIAAC to community</p>	<p>Leroy - will reach out to Jackie about promotional companies currently in use and any accompanying catalogs to review.</p> <p>-will report back to sub-committee with findings.</p>

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<p>4. Implementation of Google platform.</p>	<p>-Currently no archive of past accomplishments or transitional material is available.</p> <p>-Google platform will be setup to compensation for this gap.</p> <p>-Access to be shared with sub-committee members, DIAAC chair and vice-chair.</p>	<p>Leroy - to setup Google drive and file system for sub-committee.</p> <p>-access to be provided prior to May sub-committee meeting.</p>
<p>5. Orientation package review</p>	<p>-Sub-committee will review and provide suggestions to update document and task list.</p> <p>-Several new DIAAC members on sub-committee could provide ideal input to content they require and would require as a new member and identify current information gaps that an Orientation package could correct.</p> <p>-Kash - provided the last document he received for an Orientation package. Approximately four years old.</p>	<p>Leroy - reach out to P&P for most current package.</p> <p>Sub-committee will review old content in interim. https://goo.gl/KmyKwo</p> <p>TBD - 3 committee members to take the lead on reviewing the document for June discussion at latest.</p> <p>Old document provided as point of reference.</p>

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6. Guest Speaker schedule for DIAAC	<p>-We will forgo an interfaith leader/speaker for April. Will look to May and June DIAAC meeting.</p> <p>Zeba - Based on Gov't of Canada website Asian Community recognized in May, Indigenous Community in June. Will look to overlap speakers/faith leaders according to gov't site.</p>	<p>Kash - Will reach out to his contacts to bring in a speaker/religious leader from Asian community.</p> <p>Leroy - will reach out to Shirley for any contacts to speak for June DIAAC meeting.</p>
7. Education sub-committee task list	<p>- Tasklist created for members to insert potential project ideas, collaborations, significant events or days of awareness for the year via the Google docs spreadsheet.</p> <p>Items will be broken down into tasks. Aggregate to be used as work plan.</p> <p>-Formulating a current mandate for the sub-committee could help focus what to input into the annual task list/work plan.</p> <p>Task list: https://goo.gl/JQkd4d</p>	<p>TBD - looking for three members to take the lead on subcommittee task list.</p> <p>Saleha - will get info on multicultural calendar by May meeting or provide info via email. To be used as a resource to shape work plan.</p> <p>Revisit for June meeting.</p>

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8. Multiculturalism Day	<p>Saleha - in the midst of planning an multiculturalism day, tentative Sunday, June 18 (Father's Day). Celebrating father's around the world.</p> <p>Saleha has asked for pooling of resources from committee members and their contacts for various talents from different cultures. No remuneration provided, no selling.</p>	<p>All members - tap resources forward interested parties to Leroy: losbour@uwo.ca or Saleha, skhan@london.ca</p>
9. Educating the DIAAC committee	<p>The sub-committee will look to add a segment to introduce ideas, initiatives and innovations taking place in other municipalities, provinces and countries that speak to DIAAC's mandate. Eg. newspaper articles, research summary, studies. Up to 5 minutes following faith leader or special guest</p>	<p>Leroy - to introduce 1-2 initiatives taking place in the world to present to DIAAC at May's meeting. Otherwise, multi-language policy brought up during sub-committee meeting.</p> <p>All members - take turns bringing forward 1-2 ideas, initiative or innovation they came across pertaining to diversity, inclusion or anti-oppression to DIAAC.</p> <p>Post your name on task list for respective month.</p>