

Policy and Planning DIAAC Sub-committee Meeting Minutes

Date: March 1st, 2018

Time: 12pm

Location: HR meeting room at City Hall

In Attendance: Aden Hamza, Rifat Hussain, Saleha Khan, Shawna Lewkowitz, Leroy Osbourne, and Anne-Marie Sanchez

Regrets: Ian Silver, Kash Husain and Terri Tomchick-Condon

1. CDIS Update

Continues to be in the process of transitioning to Implementation phase.

Action: Awaiting update on the structure for next steps in implementation.

2. Update on promoting/campaigning for diversity in upcoming election

At the last DIAAC meeting we discussed the potential/opportunity to help promote diversity in candidates and appointments for the upcoming election. Rifat will look into the potential areas of engagement and/or limitations to this and report back at next DIAAC meeting.

3. Anne-Marie shared the Women & Politics Campaign school event – members requested to share among members.

4. Reviewing support/tools for Striking Committees

Continuing from last week, we discussed the process for how the Striking Committee is assembled and how we can support the formation of the committee and their decision-making through a gender equity lens. We reviewed the current policy for how striking committees are formed, including the organizations that currently provide a representative, and discussed the potential for expanding these organizations to include advocates for gender equality/indigenous communities among other marginalized/diverse groups. We also wondered as to the gender parity of past Striking committees. This also led us to question what other policies could potentially be reviewed by our committee. Recognizing that the City's current policies are all under review, and that Saleha has provided Gender Equity lens training to the Working Group reviewing the policies, we will inquire Rosanna about obtaining the list of policies under review. We also will invite Rosanna to our next Policy & Planning Committee meeting to discuss implementation for Diverse Voices for Change (DV4C) recommendations.

Action: Aden to invite Rosanna to next Policy & Planning committee meeting and request the repertoire of policies under review. Will also consider making a request through City Council to obtain policies under review.

5. Work plan brainstorming

We brainstormed around the targets/goals we want to achieve by the end of this year, recognizing that our term is coming to an end at the end of the year. The following goals/targets came out of our discussion:

- a) Voluntary disclosure for all appointments.
- b) DV4C recommendations approved/implementation is in process and/or clear steps for implementation.
- c) Striking Committee
 - a. Saleha will work towards ensuring incoming Advisory committee appointments receive Gender & Equity Lens training during their orientation.
- d) CDIS – have appropriate integration and implementation of recommendations.
- e) Promoting appointments process to diverse communities
 - a. Aden will connect with City Clerk office to discuss strategies/opportunities to participate/assist in promoting appointments process.
- f) Diversity in Candidates

During our workplan discussion we discussed the role of DIAAC and how to strengthen relationships with the City and how to better structure DIAAC to support better integration with City-wide initiatives. Various ideas were discussed (ex. creating decision map for staff, improving communication with other advisory committees, etc.). First we decided it would be best to have the TOR reviewed to assess if there are ways that we can better strengthen DIAAC's integration with the City.

Action: Anne-Marie and Shawna will review TOR for language to strengthen DIAAC's mission and present at next meeting. If members have anything further they would like to add to workplan, please submit via email.

Next Meeting: April 5th, 2018 at 12:00pm