Thursday, March 31, 2016

7:00 p.m.
Bdrm WT-2C and WT-2D
2nd Floor – West Tower

Members: Joe Pimentel (Vice-Chair)
Amaleethan Xavier (Vice-Chair)
Richard Emode
Gurwinder Gill
Joanne Leslie
Cherian Manathara
Bob Pesant
Duke Pratt
Rajinder Saini
Roop Sandhu
Daisy Wright
Kris Noakes – Peel Aboriginal Network
Priyanka Sheth – LGBQT Community
Jeanette Schepp – Canada Mental Health Association – Peel
Regional Councillor Elaine Moore – Wards 1 and 5
Councillor Gurpreet Dhillon – Wards 9 and 10

Members Absent: Gurratan Singh (Chair) (regrets)
Louis Adams (regrets)
Hemant Tailor (regrets)
Councillor Martin Medeiros – Wards 3 and 4 (other municipal business)

Staff Present: Public Services, Recreation and Culture
Donna-Lyn Rosa, Director, Recreation and Culture
Mary Held, Acting Manager, Central Services
Corporate Services Department
Peter Fay, City Clerk
Earl Evans, Deputy Clerk
Chandra Urquhart, Legislative Coordinator
The meeting was called to order at 7:10 p.m. and adjourned at 9:18 p.m.

1. **Approval of Agenda**

   In response to a question from Gurwinder Gill, Joe Pimentel, Vice-Chair, advised that the Chair and Vice-Chairs of the Committee were selected by Members of the Committee through an election process in accordance with the City’s Procedure By-law. At the time, Committee supported a motion to review the position of Vice-Chair annually.

   IEC006-2016 That the agenda for the Inclusion and Equity Committee Meeting of March 31, 2016, be approved as printed and circulated.

   Carried

2. **Declarations of Interest under the Municipal Conflict of Interest Act**

3. **Previous Minutes**

3.1. Minutes - **Inclusion and Equity** - January 28, 2016

   The subject minutes were approved by Council on March 30, 2016 and provided for Committee’s information.

   It was noted that Jeanette Schepp – Canada Mental Health Association – Peel, was present at the meeting on January 28, 2016.

4. **Delegations / Presentations**

4.1. Thomas Plant, Director Strategic & Enterprise Services, Office of the Chief Operating Officer, re: **Inclusion and Equity Facilitator Session Workshop**.

   Joe Pimentel, Vice-Chair, introduced Thomas Plant, Director Strategic & Enterprise Services, Office of the Chief Operating Officer. He advised that Mr. Plant would facilitate the ‘Inclusion and Equity - Strategic Planning Workshop’.

   Mr. Plant welcomed everyone. He explained that following his presentation, Committee will participate in discussions and two Visioning Exercises with the intent to develop goals and initiatives that will align with Committee’s mandate. He summarized as follows:

   - Workshop Objectives
     - Develop a strategic roadmap
• Strategic Roadmap
  o Why do we need a strategic roadmap
• Visioning Exercise # 1
  o Defining what inclusion and equity means
• Key Committee Terms of Reference Focus Areas
• Visioning Exercise # 2
  o Setting goals and initiatives

Committee roundtable discussion followed:

Exercise # 1:
• Defining “Equity” and “Inclusion”.
  - Fairness
  - Acceptance
  - Celebrate “success”
  - Feeling safe
  - Placing equal value to qualifications and qualities
  - Inventory and acknowledge
  - Creating/providing opportunities – what everyone brings
  - Enable talents
  - Changing behaviours/attitudes
  - Removing/reducing barriers – culture change/embrace the change
  - Future state perspective doesn’t need “E & I” it is
  - Be the change
  - Reasonable
  - No exclusion
  - Transparency
  - Holistic
  - Humanitarian
  - Bias-free and discrimination-free
  - Respect/Respecting differing perspectives
  - Celebrations across communities
  - Positive experience/outcomes
  - Learning/Embracing
  - Honouring
  - Building
  - Strength
  - Increases accountability
  - Regardless
  - Consciousness
  - Reflective
  - Awareness
  - Parity
  - Accessibility – using strategy/power to create access/opportunities
  - Taking risks/advocating
  - Challenging the status quo/establishment
Exercise # 2 - Brainstorm strategic initiatives for each goal:

- Promoting Equity and inclusion
  - To promote equity and inclusion
  - To increase awareness in the community
  - Develop communication strategies/plans/implement educational campaigns
  - Involve appropriate relevant groups/stakeholders (to help with promotion)
  - Understand/participate in different celebrations
  - Analyze/evaluate/explore practices
  - Identify/develop ambassadors (champions) from leadership and non-leadership
  - Be present/participate in process/communicate
  - Conduct surveys/community town halls
  - Promote sameness in schools and across communities
  - Develop a communication plan
    - Corporate
    - SMT
    - Staff
  - Community outreach
  - Fearlessly
  - Micro-Aggression
  - Financial commitment
  - Partnership
  - Hamilton Model
  - Call to action
  - City statement “the value of Equity and Inclusion”
  - Available in different languages
  - Outreach – increasing strategies
  - Internal versus external
  - Lead by example
  - Opening minds

- Examine the way the City delivers Programs/Services
  - Develop equitable programs and services
  - Community and City Staff – Survey/Town hall to understand community needs and assess satisfaction with services
  - Conduct a stakeholder analysis (SWOT) to assess current/desired state
    - What’s working well
    - What isn’t working well
    - Gaps/Barriers analysis (i.e. programs/services reflective of community needs etc.)
    - What can we do better
  - Current inventory – where are we?
  - To who – User friendly
- Environmental scan
  - Develop media
- Accountability
- Support the statement
- Identify best practices

- Developing city Programs and Services that align with the needs of Diverse communities
  - Understand our diverse communities (understand the diverse needs of our community)
  - SWOT analysis
  - Develop/implement an action plan
  - Evaluate
  - Engaging the community by going to where they gather
  - Educating staff and community
  - Hiring diverse staff
  - Advertising in common media
  - Be present at “the fold”
  - Championing communities
  - Managing expectations
  - Taking stock annually
  - Recalibration
  - Deliver or support
  - What is the City’s core business

- Building greater awareness of City programs/services across different communities
  - To develop a more effective communication strategy example: engage media/ethnic media
  - Surveys
  - Town hall meetings
  - Speaking opportunities social media
  - Videos
  - Develop partnerships (with different groups)
  - Inclusive advertising
  - Self-promote - City
  - Inspiring people (City staff) to be more engaging and visible in community
  - Using existing tools/strategies and accepting critique
  - Develop Communication Strategy
  - Outreach & engagement program
    - Go to where people are
  - Identification of social media
Mr. Plant advised that the information provided at the workshop would be condensed and included in the minutes.

Committee discussed the need to continue the facilitated session and suggested Mr. Plant facilitate a second workshop at the June 23, 2016 meeting.

The following motion was considered:

IEC007-2016 1. That the facilitated session by Thomas Plant, Director Strategic & Enterprise Services, Office of the Chief Operating Officer, to the Inclusion and Equity Committee meeting of March 31, 2016, re: Inclusion and Equity Facilitator Session Workshop be received; and,

2. That Thomas Plant, Director Strategic & Enterprise Services, Office of the Chief Operating Officer, host a second facilitated session on Inclusion and Equity at the June 23, 2016 meeting.

Carried

5. Reports / Updates

6. Other/ New Business

7. Inclusion and Equity Ideas

8. Correspondence

8.1. Information re: Surrey BC - Diversity Advisory Committee - Terms of Reference.

IE008-2016 That the information to the Inclusion and Equity Committee meeting of March 31, 2016, re: Surrey BC - Diversity Advisory Committee – Terms of Reference be received.

Carried

9. Question Period
10. **Public Question Period**

11. **Adjournment**

IE009-2016 That the Inclusion and Equity Committee do now adjourn to meet again on Thursday, June 23, 2016 at 7:00 p.m. or at the call of the Chair.

Carried

_________________________

Gurratan Singh, Chair