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Windsor, Ontario May 12, 2015

A meeting of the **Diversity Committee** is held this day commencing at 3:00 o'clock p.m. in Room 406, 400 City Hall Square East, there being present the following members:

Colm Holmes, Acting Chair  
Councillor Bill Marra  
Camilla Alves  
Yo Son Dah Nost Huff  
Dr. Sushil Jain (arrives at 4:35 p.m.)  
Sungee John  
Bradley Jones  
Charlotte LeFrank  
Manminder Matharu  
Padmini Raju  
Anna Adisho (alternate)  
Mel Lucier (alternate)  
Sarah Mushtaq (alternate)

***Guest in attendance:***

David Hanna

***Also present are the following resource personnel:***

Mary Ellen Bernard, Manager of Social Policy & Planning  
Gayle Jones, Diversity/Accessibility Officer  
Karen Kadour, Committee Coordinator

**1. CALL TO ORDER**

The Committee Coordinator calls the meeting to order at 3:05 o'clock p.m. and the Committee considers the Agenda being Schedule "A" ***attached*** hereto, matters which are dealt with as follows:

**2. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON**

It is generally agreed the election for the positions of Chair and Vice Chair be deferred to the June 23, 2015 meeting.

Moved by B. Jones seconded by S. John,  
That Colm Holmes **BE ELECTED** Acting Chair for the May 12, 2015 Diversity Committee meeting.

Carried.

3. **DECLARATIONS OF CONFLICT**

None disclosed.

4. **ADOPTION OF THE MINUTES**

Moved by C. Alves, seconded by Y. Huff,

That the minutes of the Diversity Committee of its meeting held February 12, 2014 **BE ADOPTED** as presented.

Carried.

5. **MINUTES**

**5.1 Review of Mandate/Terms of Reference**

The Acting Chair suggests a subcommittee be established to review the Mandate and Terms of Reference.

Moved by B. Jones, seconded by C. LeFrank,

That a subcommittee consisting of S. Mushtaq, B. Jones, A. Adisho and Y. Huff **BE ESTABLISHED** to review the Diversity Committee Mandate and Terms of Reference and to report back.

Carried.

**5.2 2015 Business Plan and Budget Request**

G. Jones provides an overview of the 2015 Business Plan. She advises the Diversity Committee Operating Budget for 2015 is \$3,870.

**5.3 Diversity Committee 2014 Annual Report**

G. Jones provides the highlights of the Diversity Committee 2014 Annual Report which includes a presentation by the Fire Chief requesting advice regarding methodology to increase diversity within the Fire and Rescue Services Department.

Moved by M. Matharu, seconded by Y. Huff,

That the verbal report by the Diversity/Accessibility Officer regarding the Diversity Committee 2014 Annual Report **BE RECEIVED**.

Carried.

#### 5.4 **Diversi!!', Committee - Vision for 2015**

A brainstorming session is held and the following suggestions/comments are provided:

- Invite the Executive Director of Human Resources and the Fire Chief to attend a future meeting to discuss ways to promote hiring practices that lead to a workforce that is representative of the population.
- Hidden barriers in the workplace.
- Work environment to support a diverse workforce once hired.
- Discussion regarding the Ten Common Commitments (could narrow down to a discussion of two or three commitments)
- Utilization of Social Media to raise the profile of diversity in the community. To contact Communications Department for assistance in this initiative.
- Provide profiles of the Diversity Committee members on the City's website.
- Collaborate with partners regarding initiatives and to leverage each other's resources.
- Promote diversity events. The Committee is invited to participate in the Emancipation celebration.
- Invitation to other Advisory Committees of Council to attend a future meeting of the Diversity Committee.
- Suggestion for the creation of a "Diversity Plan" similar to the Cultural Master Plan which would provide tangible measureable outcomes.
- City of Toronto is a model of a diverse community. Statistics relating to the number of minorities hired is available to the public.
- Discussion regarding barriers to internationally trained professionals.
- Determine top 5 barriers.

B. Jones leaves the meeting at 4:40 o'clock p.m.

#### 6. **NEW BUSINESS**

None.

#### 7. **DATE OF NEXT MEETING**

The next meeting will be held on June 23, 2015 at 4:30 o'clock p.m. in Room 407, 400 City Hall Square East.

#### 8. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 5:05 o'clock p.m.

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ACTING CHAIR

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COMMITTEE COORDINATOR

**AGENDA**  
And Schedule "A" to the minutes of the meeting of the  
**DIVERSITY COMMITTEE**  
Tuesday, May 12, 2015  
at 3:00 o'clock p.m.  
Room 406,400 City Hall Square East

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**1. CALL TO ORDER**

**2. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON**

**3. DECLARATIONS OF CONFLICT**

**4. ADOPTION OF THE MINUTES**

Adoption of the minutes of the meeting held February 12, 2014 (*attached*)

**5 BUSINESS ITEMS**

**5.1 Review of Mandate/Terms of Reference**

Current Mandate and Revised Mandate/Terms of Reference - *attached*.

**5.2 2015 Business Plan and Budget Request**

The 2015 Business Plan and Budget Request - *attached*. The Financial Summary Variance Report for the period ending April 10, 2015 - *attached*.

**5.3 Diversity Committee 2014 Annual Report**

The Diversity Committee 2014 Annual Report- *attached*.

**5.4 Diversity\_ Committee - Vision for 2015**

**6. NEW BUSINESS**

**7. DATE OF NEXT MEETING**

**8. ADJOURNMENT**