



Burlington Inclusivity Advisory Committee Meeting Agenda

Date: November 17, 2017
Time: 9:00 am
Location: 3800 Constable Henshaw Blvd. (Halton Regional Police Services)

Pages

1. Declarations of Interest:

2. Approval of Minutes:

2.1 Approve minutes from meeting held October 20, 2017.

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3. Delegation(s):

3.1 Ingrid Vanderbrug and Thomas Keaney, City of Burlington staff

Staff representatives participating in the Mohawk Leadership program attended the May BIAC meeting to obtain feedback from members. Staff will provide a brief summary of the research they have done to date and next steps.

3.2 Jess Kiley, Program Coordinator, Positive Space Network

Jess will provide committee with an overview of the programs / services offered by the Positive Space Network.

4. Regular Items:

4.1 Top languages spoken at home - Burlington / Halton

Members to review recent statistics regarding top languages spoken in Burlington / Halton homes. It was suggested at the last meeting that BIAC consider providing recommendations to staff about providing customer service in different languages (ie. mailouts, event promotion, etc.?)

4.2 Deputy City Manager position - new

This new position at the city will be responsible for corporate inclusivity / diversity. Members to brainstorm a list of priorities to provide to the Deputy City Manager in a welcome letter from BIAC.

4.3 List of activities / speakers for department development days.

City departments host annual development days for their staff. It has been recommended by BIAC members that the committee create a list of resources (speakers and activities) related to inclusivity and diversity to provide to senior staff. The list would include a brief description and contacts for each. Members to come prepared to offer suggestions of speakers and/or activities to add to the list.

4.4 Front line customer service staff survey update

4.5 Staff lunch and learn update

Eric and Maroun to provide a brief update on the lunch and learn held for city staff on November 8 on the subject of unconscious bias.

4.6 Guide to Inclusive Events update

4.7 Halton Equity and Diversity Roundtable annual conference

Heather, Brian and Maroun to provide a brief summary of the HEDR conference speakers and roundtable discussions.

5. **Other Business:**

6. **Adjournment:**