



Meeting Minutes

Meeting Details

Committee/Work Group	Lead Table
Chair(s)	Lorena Crosbie
Date	November 2 2022
Time	9:30 – 11:30
Location	Upper Canada District School Board 225 Central Ave. W. Brockville
Attendees	Karynn von Cramon; Gwendy Lapp; Bev Heuving; Geraldine Slark; Haillie Jack; Jaime Beechey; Jane Hess; Kimberley Gavan; Laurie Bourne MacKeigan; Lesley Hubbard; Donald Lewis; Lorena Crosbie; Marci Bruyere; Michelle Neville; Elaine Murkin; Noella Klawitter; Selina Mackie; Tawnya Boileau; Cathy Gladu; Melissa Leveck
Apologies	Kimberley Gavan; Mary Lynn Villeneuve; Melissa Francis; Sue Poldervaart; Sue Watts; Trish Buote; Allie Dedekker; Andrew Brown; Catherine Robinson; Carrie Onstein; Cecilia Clapson; Christine Radford; Darrel Dean; Robyn Holmes; Erin Lee Marcotte; Jenny Lane; Mark Noonan; Norma McDonald; Rob Adams; Shannon Brown; Sig Leslie-Casselmann; Sonya Jodoin; Sue Poldervaart; Susan Watts; Tom Turner; Trish Buote; Christine Radford; Sonya Jodoin
Guests	Shannon Bruce, Director of Equity, Diversity, Inclusion and Belonging United Way of Eastern Ontario (Lanark); Josie Grenier Ontario Government/United Way

Agenda Items

#	Item	Owner	Due Date
1	Land Acknowledgement, Reflection, Agency Profile – Geraldine Slark	n/a	n/a
	The Brockville Library is an anchor institution within the Brockville community. The library has been providing access to resources for over a century. The library is centred outside capitalism and is actively aware of the effects of the Patriarchy, Colonialism, and other systemic oppressions. They serve a variety of residents of Brockville with an emphasis on literacy for children and overcoming social isolation. Several Library members are currently under housed and/or experiencing food insecurity. After identifying a gap in available		

	resources, that no organisation offers free food on Saturday in Brockville, the Library recently began offering a free Saturday Brunch from 11-1 in partnership with the Municipal Drug Strategy Committee that has had huge uptake from families and children. The library is working within the frameworks of economic feasibility, social equity, and environmental sustainability to continue to be an effective and impactful organisation.		
2	Welcome & Introductions – Lorena Crosbie	n/a	n/a
	<p>Today was Michelle Neville’s last day with our lead table. We will miss Michelle, the connections she fostered, and her exceptional work as a mental health leader in our schools. Our loss is PEI’s gain!</p> <p>Welcome to Melissa Leveck, the new Executive Director of Interval House. We look forward to getting to know Melissa and collaborating with her.</p>		
3	DEI & HR Practices – Shannon Bruce	Lead Table Partners	12/07/2022

	<p>Presentation: Ensuring human resources and employment practices are aligned with the values of equity, diversity, and inclusion are needed to best support our clients and to attract and retain a workforce that reflects and drives our communities forward. Given the ongoing HR crisis in the non-profit sector, it is also a business imperative and a foundation to meeting the expectations of a mature and emerging workforce. There are many dimensions of diversity. Every individual is unique and not homogenous. The concept of intersectionality is important to keep in mind. People experience the world differently based on their overlapping identity markers. Effective and inclusive talent management focuses on the employee experience at each stage of the employee lifecycle: recruitment, onboarding, performance management, coaching and training, and career and succession planning. It is important to understand the policies, processes, and activities at each stage as well as what barriers (whether intentional or not) may exist. Many professionals, without realizing it, make unconscious choices regarding those who are different in terms of race, gender, geographic origin, college education, and other factors. Understanding bias and the role it plays, again whether intended or not, is important in being able to evaluate our HR processes from a DEI lens.</p>		
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	<hr/> <p><i>Action:</i></p> <p><i>Complete the quiz (attached as Lead Table Action Items below) to test your knowledge/awareness of unconscious bias. Ideally you can also have your team complete it as well to spark a conversation.</i></p> <p><i>At the next EKIOC meeting, be prepared to share learnings and/or conversations this sparked.</i></p> <p><i>Also, for next meeting, thinking about your HR processes. What is something that you commit to reviewing to ensure that it is not creating a barrier to inclusion and belonging?</i></p> <hr/>		
4	United Way Community Impact Project & Plan – Jane Hess – Community Impact Officer United Way Leeds & Grenville	Lead Table Partners	ASAP
	<p>Presentation: United Way Leeds & Grenville is embarking on a journey of becoming focused on where they can have the biggest positive impact on our community and those most in need. The Community Impact Project is the next step. The project will use a Collective Impact Framework. Drawing on existing data from a variety of sources and gathering data from our community will help the community to better understand the barriers and successes experienced by children, youth and families and will allow the community to create equity between neighbourhoods, as well as health inequities. UWLG will provide backbone support by:</p> <ul style="list-style-type: none"> • Working for the community to facilitate creation by the community • Facilitating disruption of inequitable status quo • Acknowledging that the board will be working on things it can't control • Acknowledging that the community owns the power <p>To date UWLG has developed a program logic model and work-plan; has looked at a situational assessment and scoping for project/support of United Way Windsor-Essex and Frazier Fathers; and has had conversations to increase awareness and engagement of project with community partners, municipal and business leaders. Next the UWLG will be putting in place a Leadership Council; engaging Community Partners, including Every Kid in Our Communities; engaging the broader community; and having community conversations. To that end UWLG is asking that the QR</p>		

	<p>Code to access their community survey be widely distributed by our members. By the end of 6 months UWLG is:</p> <ul style="list-style-type: none"> • Leadership Council in place & meeting • Meeting with Community partners • Begin community-based focus groups • Data analysis to identify key issues • Plan for a report to the community to identify key issues and communities to start investing differently to achieve health equity and achieve community change <hr style="border: 1px solid blue;"/> <p style="color: blue;"><i>Action: EKIOC Lead Table partners are asked to widely distribute the attached QR code (attached as Lead Table Action Items below)</i></p> <hr style="border: 1px solid blue;"/>		
5	Priority Setting	Lead Table Partners	December 7, 2022
	<p>Discussion: Partners discussed the merits of a 1 year or 3-year plan. Jane Hess commented that the identified themes are always relevant, but that it is important to take stock regularly. This was echoed by Elaine Murkin and Don Lewis, who endorsed a 3-year plan with yearly check-ins. Elaine pointed out that it is important to acknowledge and celebrate successes regularly.</p> <p>Partners agreed with the summary of our 2022 context and environment, focusing on the impact of the pandemic, particularly in relation to addictions and mental health, as well as on the need for service providers’ support.</p> <p>Partners also discussed the 4 themes or “buckets” identified: Service Collaboration & Communication; Data; Diversity, Equity, & Inclusion; and Service Providers’ Support. All agreed that they were representative of the priorities identified by our partners at our October 5 meeting and subsequent feedback. Jane Hess suggested that a fifth theme be identified in relation to communication/information sharing out to our community specific to kids and families. Partners at the table were agreed that this was a fifth priority theme.</p>		

	<hr/> <p><i>Action:</i> <i>Karynn von Cramon to update Priority Setting Summary – November 7</i></p> <p><i>Coordination & Planning Committee to Review and Refine Priority Setting Summary – November 30</i></p> <p><i>Lead Table to re-visit Priority Setting Summary & develop goals – December 7</i></p> <hr/>		
6	Next Meeting		
	December 7, 2022, 9:30 – 11:30		
7	Action Items & Resource Links		
	Lead Table Action Items Lead Table Resources		