



MINUTES

MEETING DETAILS

Committee/Work Group	Lead Table
Chair(s)	Kimberley Gavan
Date	March 1 2023
Time	9:30 – 11:30
Location	Upper Canada District School Board & by Zoom
Attendees	Geraldine Slark; Gwendy Lapp; Jaime Beechey; Kimberley Gavan; Laurie Bourne MacKeig Powers; JoAnne Sytsma; Ruth Shay; Bonnie Pidgeon; Selena Mackie; Karynn von Cramon
Regrets	Allie Dedekker; Andrew Brown; Bev Heuving; Catherine Robinson; Carrie Onstein; Cecilia Marcotte; Jane Hess; Jenny Lane; Lesley Hubbard; Donald Lewis; Lorena Crosbie; Marci McDonald; Rob Adams; Shannon Brown; Susan Watts; Tom Turner; Cathy Gladu; Rachel Jolicoeur

AGENDA ITEMS

Item	Owner	Date
Welcome & Introductions		
<p>Land Acknowledgement, Reflection & Agency Profile – BDACI – Kimberley Gavan</p> <p>As part of Kimberley’s Land Acknowledgement, she included an education on drumming.</p> <p>Kimberley also provided us with an incredibly moving history in the course of her Agency Profile. Kimberley reviewed Ontario’s history of Hospital Schools, including Rideau Regional Center. Hospital Schools were understaffed and poorly managed and maintained. People living there were not expected to learn or to leave. They were places where people were often victimized. Some people never made it home. Babies were born and died within the facilities. Many died from illness easily treated in community. Some died because they were malnourished. Some took their own lives. Some deaths were unexplained. There were 1000 death in just over 50 years at Rideau Regional Center and it is estimated that 4000 people are buried at Huronia.</p> <p>Kimberley reviewed with us the impact of Pierre Burton’s scathing reporting on Huronia Regional Center and the 1971 Williston Report that contained shocking accounts of the care of people in the provincially run institutions and the subsequent 1974 Welch Report which recommended a focus on repatriating people to their home communities.</p>		

<p>In 1948 Victoria Glover wrote a letter to the editor that galvanized a movement. Families began to meet, talking about meaningful family life; inclusive education; employment; closing institutions; and relationships and personal support networks. BDACI, therefore, doesn't run programs. They stand along side families and people with disabilities supporting them to access the resources they need to live ordinary and typical lives in community. They create space for families to be together, learn from one another, strengthen each other, and nurture the imagination.</p> <p>"Where It All Began...A Quick History Lesson" PowerPoint https://everykid.on.ca/wp-content/uploads/2023/03/EKIOC-BDACI-presentation_.pdf</p>		
<p>Diversity, Equity & Inclusion Presentation Video – Case Study – Jodi Bucholtz</p> <p>Jodi presented a background and case study "I'm for equity and inclusion, but...", starting with a review of the key concepts of positionality and intersectionality and the difference between equality and equity. Jodi then provided us with a case study (attached below), asking us to reflect on the follow questions for discussion at our next Lead Table meeting on April 5.</p> <ol style="list-style-type: none"> 1. What stood out to you in this exercise? What insights or questions surfaced for you? 2. How would you respond to the staff meeting situation? 3. What might you do differently considering your own positionality at work? <p>I'm For Equity and Inclusion, But... Case Study PowerPoint https://everykid.on.ca/wp-content/uploads/2023/03/Im-For-Equity-and-Inclusion-But%E.-Case-Study-Intro-Slides.pdf</p> <p>EDI Presentation Template https://everykid.on.ca/wp-content/uploads/2023/03/EDI-Presentation_A-Case-Study-Im-For-Equity-and-Inclusion-But.pdf</p> <p>Video Presentation https://algonquincollege.zoom.us/rec/share/YpcZB0PDEOL0xYnloQ7ichlpjgZh86YdIYgR9V0WkEFOXPhJscw7Bpe9AijfbT4.AGm-PX1BjrtusBvM</p>	<p>All</p>	<p>April 5 2023</p>
<p>KEYS – EDI Services</p> <p>We heard from Terry Shi and Wessam Ayad, of the Workplace Inclusion Charter and Elena Soleimanzadeh and Johnson Adebayo of Innovation for Better Integration, all of KEYS who presented on the services they can offer to our partners. The WorkPlace Inclusion Charter focuses on creating inclusive workplaces surrounding the employer-employee relationship. The focus for this phase of the project has a gender-lens which emphasizes the inclusion of racialized women, Indigenous women, and women with disability. However, many of KEYS recommendations to employers will touch upon other equity-deserving groups as well.</p>	<p>All</p>	<p>AS AP</p>

The Employers' Engagement Phase with the Charter consists of the following steps:

- Sign /Endorse the Charter

This means that employer shares the same vision as the Charter regarding EDI and that they are committed to work with KEYS Charter team to get the support needed to meet one of their top priority EDI needs.

- Complete an Online Assessment Survey (10-15 min needed to complete it).

We will ask employers to invite as many staff members from as many different levels within their organization (if applicable) to complete a 10-15 min online survey, so we get a sense of the EDI strengths and gaps in the organization. The participants of the survey will be UNKNOWN and there is no demographic data collected in the survey that would identify who they are.

Timeline: 2-3 Weeks after sending the survey link to the employer depending on how large the organization is.

- Survey results/analysis results. After KEYS team completes the analysis of the survey, we will send employers a report explaining the results of the analysis and the top EDI recommendations that we could support them with.

Timeline: 1-2 weeks after the Survey Completion

- Kick off meeting: We will invite the employer for a 45 min meeting to discuss assessment survey's results, needs, priorities and to set up an action plan for one recommendation they have chosen and to discuss next steps regarding implementation process.

Timeline: Usually within 2 weeks after sending the report

- Formation of Inclusion Coaches team/implementation of the EDI tool: KEYS will assign a team of two Inclusion Coaches and one Inclusion advisor to work with your organization through the implementation process.

Timeline: The commitment at this stage will be 3-5 hours over the span of 2-4 months to meet with our team to provide insight and feedback for our recommendations. Each KEYS team member works on average 16 hours, per person, over 2-4 months (1h/week or 1h/2 weeks depending on availabilities of all members involved).

Please note that the one-year commitment mentioned in the Charter document is not applicable at this stage of the project.

- Evaluation: After the completion of the implementation, an evaluation team may contact employers for the purpose of evaluating the effectiveness of implementation process and the impact of the tools that we have supported you with in meeting your EDI one need identified in the beginning of the process. It is NOT to evaluate your organization.

<https://everykid.on.ca/wp-content/uploads/2023/03/Workplace-Inclusion-Charter-Information-Slides.pdf>

Following the success of the collective efforts of KEYS and more than 53 organizations in Kingston and beyond through the Workplace Inclusion Charter project, we are happy to share with you KEYS newest EDI initiatives, the Innovation for Better Integration (IBI) Project

What is the IBI project?

The IBI project will support the development of a new Service Provision Model that is built on the principle of Inclusivity, Equity, and Accessibility to facilitate the smooth Integration of newcomers and equity-deserving groups into the Canadian communities

<p>and ensures their experiences to access services in Kingston community is more welcoming and inclusive.</p> <p>How?</p> <p>Through the project KEYS</p> <ol style="list-style-type: none"> 1. will partner with interested service-providing organizations and will conduct an Equity, Diversity and Inclusion assessment process to identify any gaps that exist in the current service delivery models and that represent barriers to equity deserving groups to have an inclusive access to their services 2. will facilitate the ideation and collective brainstorming process with service providers in key sectors in Kingston for the purpose of co -developing more inclusive service delivery practices. 3. will facilitate and support the collective prototyping of the generated novel approaches and support interested organizations to implement the new model as a pilot. <p>What is the commitment?</p> <ol style="list-style-type: none"> 1. A 5–7-minute assessment survey to be completed by service provider partners to identify gaps and challenges confronting individual service providers (SPs) when serving newcomers and equity deserving groups 2. Monthly, hour and half meetings starting in Feb and ending in July (total hours are 7-12 hours over the period of 5 months) to collectively discuss the gaps identifies in the assessment process and brainstorm innovative ideas and approaches for a service delivery model that meet the needs of the rapidly changing population in Kingston community. <p>Why? Objective of the project</p> <p>In the end, the entire process will help service providers in Kingston in the following areas;</p> <ol style="list-style-type: none"> 1. Shed the light on important gaps found in the traditional service provision models in four key areas such as Communication, Advocacy, Linguistic support, and Culturally Sensitive Customer Service 2. Having access to an empirically informed report that will include data on the common gaps found in the assessment process, and other unique challenges to certain sectors/SPPs to support them with their EDI strategic planning 3. KEYS will support interested service provider/s to implement the novel EDI based service delivery model within their organization/s <p>Any of our partners that are interested of availing themselves of the opportunity that KEYS are offering should contact Terry Shi terryst@keys.ca or Elena Soleimanzadeh elenas@keys.ca.</p>		
<p>Work Group Reports</p> <p>Triple P – Gwendy Lapp</p> <p>Gwendy presented a PowerPoint on the Triple P Data Collection Tool, which the work group recommends be launched April 2023. After review of the tool the consensus was to proceed with the roll out of the tool. In later iterations we will want to get at qualitative data, in addition to the quantitative data we are starting to collect initially.</p> <p>Data Collection Tool PowerPoint https://everykid.on.ca/wp-content/uploads/2023/03/Triple-P-Presentation-Mar-1-2023.pdf</p>		

Early Years Service Providers – Fiona Goodman

Fiona explained that the current focus of the Early Years Working Group is twofold: updating its' Terms of Reference and sending out digital information for local schools' Welcome To Kindergarten events, which are being held in May. In September a work plan will be developed to align with EKIOC's 2023 – 25 Priorities.

Diversity, Equity & Inclusion – Amanda Colocicco

Amanda reviewed the DEI Work Plan themes September through April, along with providing us with a sampling of the focus of various meetings over that time and a glimpse into the future plans

DEI PowerPoint

<https://everykid.on.ca/wp-content/uploads/2023/03/EDI-Working-Group-March-Update-to-Leads.pdf>

Data – Karynn von Cramon

Karynn explained that the data work group has come together and has already had 2 meetings, which have resulted in Robert Fulton working on an updated proposal for a data analysis report. Once we receive this proposal it will be brought to Lead Table for final approval. The data work group is also in the process of working on its' Terms of Reference.

Wellness & Resilience – Karynn von Cramon

Karynn updated that the wellness & resilience work group has come together and has met once. Many thanks must go to Geraldine Slark who completed our Community Services Recovery Fund application, with a view to funding our planned staff wellness day. Next steps will be to determine terms of reference/work plan.

Developmental Assets – Karynn von Cramon

The Developmental Assets Work Group is focusing on re-establishing our Asset Builder awards for June 2023.

Please remember that there is a chair at all these tables for you or an interested staff member. Below you will find a list of work groups and upcoming meetings. All of the meetings are virtual and most will not meet in July or August. Please contact Karynn if you or a staff member wishes to join.

Triple P – April 20 1:30 to 4:30 (meets 1x per quarter)

Early Years – April 13 1:30 to 3:00 (meets every 2 months)

Diversity, Equity & Inclusion – March 15 10:00 to 11:00 (meets monthly)

Data – March 23 2:30 – 3:30 (meets monthly)

Wellness & Resilience – March 22 3:30 – 4:30 (meets monthly)

Developmental Assets – March 9 1:30 – 2:30 (meets as needed to prepare for asset builder awards in June)

Planning & Coordination Committee – March 29 1:30 – 3:00 (meets monthly)

Reminder of next Lead Table meeting April 5 9:30 – 11:30 at UCDSB (hybrid)

