

# Minutes

## Equity & Diversity Committee

Wednesday, December 9, 2015

Room 1B, PEO Offices

5:00 PM

Present: Márta Ecsedi, P.Eng. (Chair)  
Greg Allen, P.Eng.  
Rishi Kumar, P.Eng. (adjoined at 5:30 PM)  
Sharon Reid, LGA  
Shaun Rose, P.Eng.  
Rakesh Shreewastav, P.Eng.

Teleconference: Vera Straka, P.Eng.

Regrets: Merv Dewasha, P.Eng. (Vice Chair)

Consultant: Ann Holmes (adjoined at 5:20 PM)

Staff: Fern Gonçalves  
Rob Dmochewicz

### 1. Opening Remarks

The Chair, Márta Ecsedi, called the meeting to order at 5:08 PM and welcomed everyone.

### 2. Approval of Agenda

Moved by Sharon Reid, seconded by Shaun Rose, that the Agenda be approved as presented.

**MOTION CARRIED**

### 3. Approval of Minutes

Moved by Rakesh Shreewastav, seconded by Shaun Rose, that the Minutes of the October 28, 2015 meeting be approved as presented.

**MOTION CARRIED**

### 4. Equity & Diversity Implementation Action Plan – Review

- **Policy Statement 7 & 5 – Feedback Form**

The Chair reported that the feedback form will be posted in the SharePoint folder once revised as identified at the previous meeting. As discussed, once approved by the committee, the feedback



form will be used by EDC members when they facilitate the Equity & Diversity Power Point presentation to chapters and/or committees.

**Action:**

- Staff to update the feedback form

• **Policy Statement 6 – Proposal for introduction of Chapter Award**

Shaun Rose presented the revised proposal, which the task group (Vera Straka, Greg Allen, and Shaun Rose) had updated based on the discussion held at the October meeting. Shaun reviewed the amendments and committee members provided comments and suggestions.

The Chair advised that next steps include presenting the recommended proposal to the Regional Councillors Committee (RCC) for their consideration and approval. Once approved by RCC, the proposal for a *Chapter Equity & Diversity Award* could be presented to chapter executives at the spring round of Regional Congress meeting (May – June 2016).

**Action:**

- The task group to revise the proposal based on feedback provided during the discussion and to forward the revised proposal to staff by Friday, January 8, 2016 for distribution with the January meeting materials

• **Policy Statement 3 – Committee Work Plan Template**

Fern Gonçalves reported that 9 out of 17 2016 Work Plans submitted to and approved by Council at its November 2015 meeting, incorporated the Equity & Diversity awareness component; either by using the new template or by including the E&D information in their existing template.

• **Policy Statement 2 – E&D Power Point Presentation / 2016 Engineering Dimensions Article Ideas**

The Chair reported that discussions are underway with the Managing Editor of *Engineering Dimensions* to formalize plans for article submissions for the March/April and May/June issues. The proposed article ideas were revised as follows:

- **1<sup>st</sup> article (March/April 2016):** EDC achieves success through collaboration - deadline for submission: January 25, 2016
- **2<sup>nd</sup> article (May/June 2016):** Aboriginal-related article covering the initiatives undertaken by EDC - deadline for submission: March 25, 2016
- **3<sup>rd</sup> article (September/October 2016):** Article showcasing EDC members - deadline for submission: July 25, 2016

The Chair also reported that she added a slide to the E&D Power Point presentation to include mention of the feedback form.

**Action:**

- Márta Ecsedi to send staff the updated presentation to be placed on Share Point

• **Policy Statement 1 – Engagement of Council Members**

Council Liaison Rakesh Shreewastav reported that he and fellow Councillor, Sharon Reid, had promoted the Equity & Diversity Awareness Module at the November Council meeting.



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Fern reported that a new protocol was introduced which requires every new volunteer joining ERC to complete the E&D module. ERC is the first regulatory committee incorporating this standard, and also the largest committee as it has 126 members. Currently about 30% of ERC members and 10% of ARC members have completed the E&D module.

#### **5. Next Meeting Dates**

The Chair encouraged members who had yet to respond, to complete the Doodle survey which Rob Dmochewicz had distributed.

At the end of the meeting, the Chair, Márta Ecsedi presented Rishi Kumar with his service pin in recognition of his 15 years of dedicated volunteer service. Vera Straka will receive her pin for 5 years of service in the New Year.

**There being no further business, the meeting adjourned at 6:34 PM.**