

Mark Mercer
Chair

Rose Haverkos
Vice-Chair

Voting Members: Katherine Becker, Richard Cardwell, Dorothy Cash, Scott Chapel, Elizabeth Crehan, Robert Harris, James Johns, Alicia Pater, Trevor Snider, Eric Taylor, Robert Vollbrecht, and Ed Wilson

Ex-Officio Members: Letitia Block, Craig Bucheit, Nadine Hill

Secretary: Boyce Swift

I. Call to Order

Meeting was called to order at 6:03pm

II. Roll Call

Mercer	Haverkos	Becker	Cardwell	Cash	Chapel	Crehan	Harris	Johns
Present	Present	Present	Present	Present	Present	Present	Present	Present
Pater	Snider	Taylor	Vollbrecht	Wilson				
Absent	Present	Present	Present	Present				

Ex-Officio Members present: Letitia Block, Chief Bucheit, Nadine Hill

Other attendees: Tim Werdmann

III. Review and approval of pervious meeting minutes

Motion to approve minutes by Trevor Snider, seconded by Dottie Cash, with the correction of removing Marcos Nichols as an ex-officio member and marking Bob Harris as present. The motion passed. 13-0-0

IV. Reports

A. Subcommittee Reports

i. Internal Retention, Recruitment & Promotion [IRRP]

Chairman Mark Mercer gave a brief report on the IRRP subcommittee meeting. Mark informed that there was work being done to revise the structure of the D&I OGSM which will be completed with the help of Brandon Saurber. Mark noted that only the structure of the OGSM will be revised- not any content. Mark also made note of the recent change to the OGSM of combining the first and second objectives into one and naming it "Develop a diverse and inclusive City workforce". This resulted from a recommendation from Brandon that both objectives were too wordy could be combined into one.

Mark also informed the commission that the subcommittee discussed HPD and HFD recruitment efforts. The group also discussed internship opportunities available in the City and the importance of increasing the opportunities for diverse applicants. Mark informed the commission that Nadine Hill presented the group with several resourceful documents including a list of the top 17 employers in Hamilton.



Mark noted that Marcos Nichols discussed the importance of promotion of the various opportunities within Hamilton and urged members to share the information with as many people as possible.

ii. Citizen Engagement & Public Safety [CE&PS]

Chairman Mark Mercer gave a brief report on the CE&PS subcommittee meeting. Mark informed the commission that the group discussed OGSM revisions and the appointment of commission members who have yet to join a subcommittee. In that meeting, commission member Ed Wilson agreed to join the CE&PS subcommittee. Mark informed the commission that he and Ed will work on the awards and recognition program in the OGSM.

iii. Marketing & Communications [M&C]

Chairman Mercer gave a brief report on the M&C subcommittee meeting. At the subcommittee meeting, the group discussed the need to continue working on the employee command Spanish training program. They also discussed the report to Council which is still in progress. There was discussion regarding the employee survey and creating the list of barriers to inclusion.

Mark informed the commission that Rose Haverkos will create a list of geographically diverse meeting places and display the list on the City's website. Chairman Mercer also informed the commission that he emailed Ottawa City regarding their Diversity Lens to get a better idea on the process of drafting such document.

iv. Community Partnerships [CP]

Chairman Mercer informed the Commission of the NAACP internship. Mercer informed the Commission that they will be working to provide students with summer internships in a partnership between the NAACP and the City. There was discussion about the City reaching out to various employers and community organizations to offer opportunities to Hamilton students. Mark also informed the commission that during the subcommittee meeting there was discussion that the City would not be able to be the sole employer of new employment opportunities for diverse applicants and that there is a need to build partnerships with various community organizations to provide more employment opportunities. At the subcommittee meeting Mr. Harris provided information on how the commission could do more to reach out the members in southeast Hamilton. Chairman Mercer noted that there was still more action to be taken for this subcommittee.



B. Skills Central Report

i. Rose Haverkos

Vice Chair Rose Haverkos gave a report about Skills Central. Rose informed the Commission that Joel of Skills Central is working with the Commission to create a database of organizations that the City could partner with to promote various employment opportunities within the City. Rose invited Commission members the opportunity to add to the list of employment opportunities presented in the agenda packet.

V. New Business

A. Combining CE&PS with CP subcommittees

Chairman Mercer informed the Commission that in the last Community Partnerships meeting the group noticed that there was an overlap between the work of the CE&PS Commission and the Community Partnership. Trevor Snider made a motion, seconded by Ed Wilson, to combine the Community Engagement and Public Safety subcommittee with the Community Partnerships subcommittee. The motion passed unanimously. 13-0-0. The new name of the subcommittee will be the Citizen Engagement & Community Partnerships (CE&CP) subcommittee.

B. Appoint additional subcommittee members

Richard Cardwell joined the IRRP subcommittee
Elizabeth Crehan and Robert Vollbrecht joined the CE&CP

VI. Audience of Citizens

Individuals may speak during this part of the Agenda. Each speaker is allowed 5 minutes.

VII. Audience of the Commission

Commission members may bring up any issues not on the agenda and not previously discussed at the current meeting.

VIII. Schedule Next Meeting

The next Diversity and Inclusion Commission meeting will be Monday, March 28, 2016 at 6:00pm in Council Chambers of 345 High Street

IX. Motion to Adjourn

Bob Harris made a motion to adjourn and seconded by Rose Haverkos. The motion passed 13-0-0. The meeting was adjourned at 6:31 PM

