BERKS COUNTY CHAPTER #179

**DIVERSITY & INCLUSION COMITTEE MEETING MINUTES**

January 23, 2017

 8 AM – Mosteller & Associates’ Training Facility

**Committee Members in Attendance:** Jenny Batista, Juliee Faney, Kristi Gage, Kelly Kozik, Sean Landrigan, Denise Lee, Robert Orzechowski, Lavinia Ritter, Cathy Weist.

* History of D&I Committee presented by Bob and Sean. Denise will contact Delphia to obtain additional information regarding the planned D & I workshop.
* Vision & Mission Statements of D & I Committee were reviewed. Kristi will submit a revision for review by committee and approval by the board.
* Results of the D & I Survey, taken in May 2015, were reviewed. The committee would like to conduct another survey using Survey Monkey. The survey will be conducted at a time that will not interfere with the members’ survey conducted by the board. The Committee’s goal is to obtain a response that will assist with setting the direction of the committee. The intent is to follow-up with members to ensure a useful response. Juliee will prepare a revised survey for review.
* Committee Initiatives:
	+ General Meetings: Monthly update will be provided along with links to articles of interest. Kelly discussed the use of the “Diversity Ball” to engage members. Will consider using at general meetings - may need to request extended time to introduce process.
	+ Website: A “D & I” tab on the website needs to be updated. The committee will start a conversation on LinkedIn and would like to create a link on the website. Denise will discuss the suggestions with Wendy.
	+ Other D & I Committees: Julee will contact other Chapters’ Diversity Committees (Lehigh & Lancaster) to discuss their initiatives and the possibility of working on select projects together.
	+ Diversity Webinars: Lavinia is aware of several on-going webinars and will send links.
	+ Diversity Articles: “Workplace Diversity and Inclusion Gets Innovative” and “12 Truths About Spearheading Diversity and Inclusion” were distributed.
* Next Meeting Date, Time & Location: Denise & Kelly have locations in which to conduct meetings. Members may attend via conference call.
* Next meetings are scheduled as follows:
	+ - February 28: 8 AM at Mosteller & Associates’ Training Facility
		- March 29: 8 AM at Mosteller & Associates’ Training Facility

Minutes respectfully submitted by: Denise Lee.