BERKS COUNTY CHAPTER #179

**DIVERSITY & INCLUSION COMMITTEE MEETING MINUTES**

November 10, 2017

8 AM – Mosteller & Associates’ Training Facility

###### Conference Call In: 866.906.9888 Passcode: 8138249#

**Committee Members:** Sean Landrigan, Robert Orzechowski, Cathy Weist, Raquel Lopez, Kristi Gage, Lavinia Ritter, Juliee Franey, Jenny Batista, Kelly Kozik, Denise Lee

1. The Committee Meeting Minutes of 10/9/2017 were approved.
2. “Diversity” tab on Chapter Website:
   * + Diversity Monthly Celebrations:

## **January 15:** Martin Luther King Day commemorates the birth of Martin Luther King, Jr., the recipient of the 1964 Nobel Peace Prize and an activist for non-violent social change until his assassination in 1968.

## Starting in January, an annual diversity celebration calendar will be added to allow members to plan for upcoming events.

## Articles of Interest:

## Only newly added articles will be added to the webpage. Older articles will be moved to an archived section on the side of the webpage.

## Listed below is the schedule for providing the Chapter Meeting Update and answering a D&I question from the Diversity Ball. The question will be used for the LinkedIn Conversation:

## November – Jenny

* + - December – Sean
    - January – Juliee
    - February – Kelly

1. Other Chapters’ Diversity Committees Updates:
   * + Lancaster – no update
     + Lehigh Valley – A copy of our survey was shared with Lehigh. They liked what we had put together and just conducted a survey of their membership. Juliee will try to obtain a copy for the committee to review.
     + Chester County – no update
     + Pottstown – Kelly attended an event given by the Pottstown Chapter. Kelly will reach out to this chapter to see if there is any interest in joining us at the March D&I presentation.
2. Networking:

* Diversity Mixer: No committee member was able to attend the November 1. Members asked to consider attending the December 6 event which will be held at the House of Jerk.
* Denise spoke with Jobany Bedoya about having a table at the Diversity Mixers. Jobany stated that the event has grown to the point that additional tables cannot be added now. He will review for 2018.
* De Mujer a Mujer – November 9: No committee member was able to attend.
* Women 2 Women: Attended by Kelly. Great event - we may be able to provide info on SHRM and the D&I Committee at future events.

1. Updates:
   * + Flyer: Kristi, Jenny, and Juliee are working on a flyer to promote Berks SHRM and the D&I Committee’s Vision, Mission, and Initiatives. Kristi will take the lead and provide a draft next week.
     + Budget: Denise will prepare a draft for a budget for tables at events, business cards, and give-a-ways. Once agreed to by the committee, it will be presented to the Board for approval.
     + PayPal/Credit Cards: Jenny will be presenting options to the Board for their review.
     + Volunteer Event: Members were asked to begin submitting suggestions for a volunteer opportunity for 2018. Event/activity should provide an opportunity to promote D&I’s vision, mission and initiatives.
     + SHRM D&I Conference October 22-25: Denise provided an update. The conference was excellent and had over 880 attendees. There were several concurrent sessions, all with great presentations. Information obtained will be used to assist with the March presentation and other D&I events such as the Lunch & Learn. Denise has a SHRM Diversity Lapel Pin for each committee member. The 2018 D&I Conference will be held in Atlanta.
     + Diversity and Inclusion Survey
       - 1. The summary was distributed to the general membership on October 17.
         2. No additional feedback was received from the general membership.
         3. The survey will be conducted each year, and the 2017 survey will be used as a benchmark.
     + March Presentation: After review of the 2017 Survey, it was decided that the topic for the March 2018 Presentation will be “Initiating a D&I Strategy.” Members of the committee will appear on Bob’s BCTV Show that evening to either continue the discussion or have a panel discussion on D&I.
2. New Business:
   * + Holiday Party: Committee will like to play a role and will consider options such as (forced) networking, diversity game, use of the ball, etc. The committee does not want to make any member uncomfortable and will keep this in mind. Our role will be decided at the December committee meeting.
     + Video on Privilege: The committee will decide how we may use this video. Here’s the link: <https://www.youtube.com/watch?v=gqPgXhslGWY>.
     + Pennsylvania State Council of SHRM: Bob suggested that the committee consider presenting at the September 2018 conference. The following topics were suggested: Starting a D&I Committee, Best Practices, Road Map/Steps, etc. Kelly will share a template of what her company has done.

# March BCTV: Members agreed to appear on the show.

# Lunch and Learn: Topic needs to be decided on the first quarter presentation.

# Discussions took place on Commerce Quarterly – presenting an article, Workforce Development board presentation, United Way Centro Hispano event participation, and Sexual Harassment training/presentation. The committee has to be careful not to take on too much.

1. Parking Board Items:
   * + Sean presented the possibility of getting involved in Community Outreach. To be addressed at a later date.
     + Network with other diversity-related groups which may include: Hispanic Center, Young Professionals, Latino Chamber, Encompass, CNA, **Berks Inter-Cultural Alliance**, Diversity Mixer, etc.
2. Next Meeting:
   * + December 6 @ 8 AM, Kelly will host the meeting at HealthSouth

Thank you.