BERKS COUNTY CHAPTER #179

**DIVERSITY & INCLUSION COMITTEE MEETING MINUTES**

February 28, 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 Faney, Jenny Batista, Kelly Kozik, Denise Lee

* Review of Minutes for Committee Meeting held on 1/23/2017 – accepted by Committee
* Vision & Mission of D&I Committee
  + Kristi updated the Mission Statement and reviewed with Committee
  + Committee voted on Suggested Language #1
  + Kriste revised and forwarded the Mission Statement to the Board
  + Pending Board approval
* Diversity and Inclusion Survey
  + It was discussed that the Board will be sending a General Feedback Survey to the Membership at the end of March
  + The D&I Survey questions will be revised with a plan to distribute in April or May after review by the Board
  + Kristi will donate a Gift Certificate to be raffled to incent membership to complete the survey – Thanks Kristi
* “Diversity” tab on Chapter Website
  + Request to change the “Diversity” Tab to “Diversity & Inclusion”
  + Change Diversity & Inclusion Committee Chair
  + Allow Committee the opportunity to add new note-worthy articles each month – attached 2 articles
  + Additional links that we believe would benefit the membership
    - CareerLink® Berks County <http://www.co.berks.pa.us/dept/careerlink/Pages/default.aspx>
    - Berks County Workforce Development Board  <http://www.co.berks.pa.us/Dept/WDB/Pages/default.aspx>
    - America’s Job Exchange <http://www.americasjobexchange.com/>
    - Job Accommodation Network <https://askjan.org/>
  + A link to direct members to our LinkedIn Page as we will place a D&I question each month
* Monthly Updates at Chapter Meetings
  + Diversity Ball will be introduced at the March 14 meeting
  + Kelly to resend questions
* Other Chapters’ Diversity Committees
  + Lancaster Chapter, Chairperson Dave Weissglass, interested in working with us
  + Lehigh – Juliee attending meeting – will provide an update at next meeting
* LinkedIn – Start a conversation
  + New conversation will be started each month
    - Sean – March
    - Jenny – April
    - Kelly – May
    - Lavinia – June
    - Raquel - July
  + Chapter Board Meeting
    - March 21, Wyomissing Family Restaurant @ 7:30 AM – Kristi to attend for Denise
* Webinar today from 3 – 4 PM: "The Future of Diversity and Inclusion: Using People Science to Strengthen Hiring, Retention and Teamwork" presented by HR Certification Institute – Still time to register

<https://hrci.peachnewmedia.com/store/seminar/seminar.php?seminar=87084>

Next Meeting:

* + March 29 – 8 AM

#### Mosteller & Associates

Minutes respectfully submitted by Denise Lee