

Valley Medical Group Diversity, Equity & Inclusion Committee
Agenda 6-6-23
Facilitated by Audra Winn, LICSW, co-chair

Present: Tara Flippo (DEI Coordinator), John Novo, Jean Jacks, Joudy Dinnall, Paul Carlan, Meghan Gump, Kalab Bekele, Whitney Robinson, TJ Sweeney, Cathy Demers, Audra Winn, Jasmina Jalbert
Absent: Shanice Romero, Niloufar Shoushtari

1. **Approved minutes from 5/2/23:**
Jasmina and John motioned, all set by the group.
2. **New Business**
 1. Audra encouraged DEI Ambassadors and all members to keep an eye on/ check in with new hires.
 2. Kalab would like to review the retention of staff and AMC staff shortages at the next meeting. What can we do to improve staff retention?
 3. TJ shared and encouraged all members to review article/resources on trauma informed care and smoking cessation related to systemic changes and health equity.
 4. Discuss starting a DEI patient care subcommittee.
3. **Franklin County Pride Parade: Saturday, 6/10.** TJ is facilitating and will send a reminder email to all staff about the location and time. DEI members plan to march. Audra, John, and Tara reflected on the Northampton pride parade: feeling empowered, inspired, and overall great turnout and representation of VMG.
4. **DEI Training:** Tara updated that 70% of VMG staff completed DEI training. Positive feedback was received from staff about training being helpful. HR has been helpful with providing staff reminders on ADP to take training. The goal was to have staff complete training prior to taking DEI survey.
5. **DEI Survey:** Launched 6/5 and will conclude the end of June. Tara shared 20 staff already completed the survey and shared positive feedback about DEI efforts. Tara plans to follow up with staff that made specific recommendations/suggestions. Tara will provide a survey report when complete.
6. **DEI Committee Retreat:** Thursday, June 22, 3:30 pm to 5:30 pm. Tara will follow up with the agenda and headcount for dinner/retreat attendance; please complete the survey that will be emailed out.
7. **Health Equity Moments:** New effort to move DEI efforts forward. Tara will provide monthly email to staff that provides DEI initiatives. Goal is around health equity. Discussed implementing the question of DEI lense in meetings as check in about whether we being mindful of DEI practices.
8. **HR efforts:** Tara has implemented new training for all new staff hires that includes:
 1. Passive education on pronouns, offering of pronoun stickers next to new employee badges on Day 1 of orientation.
 2. Addition of diversity training on Day 2 directly before the pre-existing LGBTQ module. Now new employees experience a block on DEI content.
9. **Recruitment:** Tara updated the committee about the new Facebook recruitment page. Addition of diversity statement will be added to all staff job postings. Tara hopes to include DEI interview question as standard for staff interviews moving forward.

Start 12pm on 6/6/23
Meeting ended 12:59 pm
via zoom.

Respectfully submitted, Jasmina Jalbert, LMHC

