

Minutes DEI Retreat 2/25/21

Present: Deborah Cohen HiC, Nialena Ali HiC, Meghan Gump, Paul Carlan, Joudy Dinnall, John Novo, Mike Ray, Frances Reyes, Jasmina Jalbert, Niloufar Shoushtari, Audra Winn, Shanice Romero

1. Introductions, overview of agenda
2. Notetaker Meghan Gump
3. Check in- No issues raised.
4. Overview of EEOC guidelines for affirmative action voluntary plan. We reviewed legal framework surrounding affirmative action guidelines. Guidelines are: analysis, create written plan-with goals/objectives/timeline/avoid unnecessary restrictions, Tracking progress and timeline. Therefore, HiC recommends that we utilize our Org chart, demographics, and climate survey to create a plan. Paul Carlan clarified that we could continue plans if needed if needs changed or were ongoing in the organization. Discussed how this is ongoing work and requires ongoing demographic tracking so that needs can be identified. Mike brought up questions regarding hiring process and whether this could cause other issues. Discussed tabled for later in meeting.
5. Reviewed, finalize and voted on Diversity Charter (with exception of specifics of voting process) See charter for finalized details. Deborah will send out a poll re: voting process.
6. Draft goals and objectives for the [racial equity strategic plan](#)-Reviewed/explored possible domains: recruitment/hiring, development, workplace culture, and patient care. Discussed groups priorities. Discussed a plan: first year training and then HR practices and hiring. We will share the document in a google doc for group to comment and make changes and suggestions.
7. Discussed possible role of having a DEI director-structural, education. Need Racial Equity strategic plan and then create a job description.
8. Diversity Committee scheduling monthly meetings moving forward and discussed how to prioritize next steps. 1st Racial Equity Strategic plan first and then creating timeline for implementation.
9. **Future topics/Action items from meeting:**
 1. Discuss ownership model and how company structure currently limited to practitioner ownership .Discussed need for future conversation regarding bylaws.
 2. Discussed need to explore the idea of creating a subcommittee in the future to specifically address racial equity for patients-need a meeting to discuss. Jasmina to send doodle poll re: interest in patient care.
 3. Discuss terms of current members and chairs-Deborah will send details.
 4. DEI Director job position needs to be defined