

DEI Committee Meeting

January 3rd, 2023

Attendees: Jalbert, Winn, Sweeney, Jacks, Robinson, Dinnall, Carlan, Gump

Excused: Shoushtari, Romero, Bekele, Reyes

1. Jasmina opened up the meeting and informed us that Shoushtari was off celebrating her birthday. Happy Birthday Dr. Shoushtari. She also wanted to welcome Audra Winn to her first meeting as Co-Chair for the committee and last she welcomed Joudy Dinnall back to the committee after her time away enjoying her new baby.
2. Community agreements were reviewed and the minutes from the last meeting were approved by Sweeney and seconded by Carlan.
3. A check in was completed to see if anyone had things that needed to be brought to the committee's attention and reviewed in future meetings. There was not anything at this time mentioned.
4. Carlan provided the committee with an update regarding the DEI Coordinator position and how the interview process was going. He shared that our first candidate Athyah Henderson was still a viable candidate and is still interested. He mentioned that there was a marked difference in the feedback that he received between the two groups that interviewed her the first time so he arranged for an in-person interview which did happen. He shared that a new candidate did apply and he has set up interviews to include some members of the leadership team and an interview with some committee members including Sweeney, Robinson and Jacks. The new candidate is Tara Flippno. Winn asked if anyone was willing to share feedback on Athyah's interview since there was a reported difference in the feedback received. Feedback was provided by some of the committee members that participated in either one or both of her interviews.
5. Suggestions were asked of the group regarding how we recognize and honor important holidays. Robinson shared she enjoyed how Winn sent some links on her article letting everyone know where they could go and try new foods related to the Hispanic culture as well as, learn some dances. She suggested that maybe these types of things could be continued and people from all centers could be invited to participate in some of the events. Sweeny suggested that we could have a bulletin board posted in each center that highlighted different holidays as a way to educate both staff and our patients that might be interested. Sweeny even suggested sharing cultural recipes for people to try but to invite our diabetic educators to share how the dishes could be made in a healthier way for those that wanted that. The committee liked the ideas discussed and plans are to discuss more in the next meeting. It was suggested in regard to who would manage a bulletin board in each center that the Ops Coordinator would be the best person to do that.
6. Patient Code of Conduct: Romero had sent a copy of the Pt. Code of Conduct for this committee's review. The Code of Conduct had come from Mass General Bingham and had been adapted by others such as Cooley Dickinson. The committee liked it and felt it was important for

VMG to have this in place as a message to patients and caregivers that this behavior is not acceptable. Carlan did agree with the article but also advised the group that he doubted that we would be using it to turn people away from healthcare. He did see value in using it as a discussion with patients/caregivers if the need arose. He mentioned that he needed to run it by HR prior to us sending this out or using it. Jacks did mention that if implemented that education needed to be given to providers who sometimes have difficulty addressing inappropriate behavior that their patients continue to exhibit with staff. Gump said as Medical Director she was willing to assist any provider that might need help with this. Plan is for Carlan to take to HR for review and then report back to committee the outcome.

7. A discussion was had about the DEI representatives that we selected on the last committee meeting. Jalbert shared a statement to be sent out to all of VMG so they would know who their representative was and their purpose. Robinson suggested that we also have a script that the representatives could use if indeed a staff or provider did come to them with a concern. Sweeney suggested that we put a picture up in the centers so the representative could easily be identified especially by new employees and even have their picture on our intranet site. The suggestions were felt to be good however, Carlan did ask that we hold off on sending anything out to VMG until he could run it by HR for their review. He did inform us that HR already had a reporting system in place that is working so they would need to review this. Winn offered the suggestion of having HR meet with the representatives so they would know how to handle correctly anything presented to them. Plan is for Carlan to take to HR and he will get back to the committee in a future meeting
8. The next meeting is scheduled for February 7th from 12-1pm. Meeting adjourned by Jalbert.