

## **Diversity Committee**

Meeting held September 29, 2020 via Zoom video conference

A meeting of the Diversity Committee is held this day commencing at 10:00 o'clock a.m. via Zoom video conference, there being present the following members:

Peter Ijeh, Chair  
Councillor Ed Sleiman  
Riham Al-Saadi  
Saiful Bhuiyan  
Lacy Carty (arrives at 10:10 a.m.)  
Sherrilynn Colley-Vegh  
Yo Son Day Nost Huff  
Sungee John  
Jamie Bell  
Khagendra Gautam (arrives at 10:18 a.m.)

### ***Guests in attendance:***

Dr. Jane Ku, Acting Director of Women's & Gender Studies, and Dr. Urvashi Soni-Sinha, University of Windsor

### ***Also present are the following resource personnel:***

Valerie Critchley, City Clerk  
Vincenza Mihalo, Executive Director Human Resources  
Gayle Jones, Diversity/Accessibility Officer  
Dana Cavers, Community Engagement & Project Coordinator  
Katie Pavlovski, Coordinator Community Development  
Neil MacEachrane, Windsor Police Services  
Karen Kadour, Committee Coordinator

### **1. Call to Order**

The Chair calls the meeting to order at 10:00 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

### **2. Declaration of Conflict**

None disclosed.

### 3 Adoption of the Minutes

Moved by Councillor Sleiman, seconded by R. Al-Saadi,  
That the minutes of the Diversity Committee of its meeting held July 7, 2020 **BE ADOPTED** as presented.  
Carried.

### 4. Presentation – Diversity & Inclusion in Hiring

Valerie Critchley, City Clerk and Vincenza Mihalo, Executive Director Human Resources appear before the Committee and provide a PowerPoint entitled “City of Windsor Diversity & Inclusion in Hiring”. The goals and objectives highlighted in the Presentation, attached as Appendix “A” are as follows:

- **Goals of the Diversity & Inclusion Plan**
- Goal 1 – Have a diverse and talented workforce that is reflective of our community
- Goal 2 – Strengthen the Corporation’s capacity to work with diverse communities.
- Goal 3 – Identify and address systematic barriers within the Corporation.
- Goal 4 – Ensure our programs and services meet the needs of everyone.
- Employment Policy - *“The Corporation of the City of Windsor is committed to recruiting and maintaining a competent, qualified and diverse workforce that enhances the Corporate vision and culture of the organization.”*
- Community Outreach includes:
  - Enhanced outreach efforts
  - Social media plan to attract diverse applicants
  - Distribution of job postings to different agencies, community groups
  - Internal mentoring program
- The City of Windsor participates in:
  - Student placements
  - Co-op placements
  - Paid and unpaid placements
  - Job-shadowing experiences
- Other items of discussion includes – Job Postings, Shortlisting, Candidate Testing,
- Interviews, Hiring and Onboarding, Opportunities for Advancement, Employee Mentoring Program, Ongoing Education

The Chair asks if the following organizations can be added to the community outreach list – Southeast Asian Centre, Chinese Association, Islamic community, Ukrainian community. Y. Huff requests that the Southwestern Ontario Aboriginal Health Access Centre (SOAHAC) also be added.

V. Mihalo notes the foregoing organizations will be added to the community outreach list.

S. Colley-Vegh asks what percentage of job postings go externally considering that diversity cannot be increased quickly if the status quo is required to be chosen first and the current makeup is not fully reflective of the community.

V. Mihalo responds that she does not have this information, however, she will review the external postings from 2019 and will report back to the committee.

The Chair states that the language of the diverse communities is not reflected in the job postings. He refers to city employees who provide coaching and opportunities for their family members to transition into city positions. He adds he would like to hear the specific platforms that the city has taken to address the issue of increasing minority populations within the city's workforce.

V. Mihalo advises that the unionized positions must be posted internally first. When a posting goes externally, it allows for diversity to come into the Corporation. The numbers of diverse employees that are currently working are increasing so it is trending in the right direction. As it relates to family members, they would be considered as external candidates.

The Chair indicates that due to familial connection, the external candidates already have the privilege of having the experience and background to assist them in the interview process which places others at a disadvantage.

V. Mihalo replies that is why we try to look at different placements in terms of student placements, co-op placements and volunteers. She adds there is a need to increase these placements so everyone has an opportunity to be able to see what the process is.

G. Jones adds that they have been looking at how to make the postings more user friendly and more likely that diverse candidates would apply to those jobs. In research, it is noted that when you have a job posting, someone like a white male who does not have 100% of the qualifications, is likely to apply for that job posting whereas a female or racialized person is less likely to apply unless they have most or all of the qualifications. We are endeavouring to tweak our job postings to eliminate that barrier. We are in the process of creating a tool in-house to maximize the likelihood that more people will apply.

J. Bell refers to the Government of Canada's Talent Cloud Platform which is a Beta project; an experimental initiative that looks at testing the introduction of a new category of worker. He asks if the city is looking at plans of non-traditional ways of documenting skills and validating experience and making that a part of the hiring process as well.

V. Mihalo responds that they are taking a look at different options, i.e. different ways to recruit and shortlist people.

Councillor Sleiman asks that if someone comes to Canada, attends the University of Windsor or St. Clair College and requires assistance from city staff to help prepare them for a job, have any programs been developed to assist that professional.

G. Jones states that she believes it would be very valuable to enhance opportunities for mentorships with some of our staff and individuals in the community. She adds the second phase of the Diversity & Inclusion Plan will deal with action items such as this because mentoring people in the community is important.

V. Mihalo reports that when they attend job fairs, they speak to candidates and potential applicants and provide information relating to how they apply for positions and the interview process.

The Chair asks that when the city attends the job fairs, would it be possible to invite members of the Diversity Committee, as when people see people who look like them represented on a panel, they feel more comfortable.

V. Mihalo notes that there are diverse individuals in the department that can be sent, but they will review other possibilities.

S. Bhuiyan questions if there are currently any placements or internships available with the city and if so, if that information can be provided.

Moved by Councillor Sleiman, seconded by S. Bhuiyan,  
That the Presentation entitled “City of Windsor Diversity & Inclusion in Hiring” provided by the Executive Director of Human Resources **BE RECEIVED**.  
Carried.

## 5. Business Items

### 5.1 Letter of Support

Dr. Jane Ku, Acting Director of Women’s and Gender Studies and Dr. Urvashi Soni-Sinya, University of Windsor appear before the Committee to request a letter of support to hold a conference on racism and antiracism with an emphasis on local experience in Windsor Essex.

The following comments are provided relating to this initiative:

- This conference will bring academic researchers from multiple disciplines to explore the different ways that racism manifests and is experienced by diverse racialized peoples.
- This project will create a sense of community at the University of Windsor among the interdisciplinary scholars and to ground a lot of their research in Windsor.
- A community panel will be held hosted by the Diversity Committee and will give the audience and the participants a sense of what is happening in Windsor.
- Discussions may include the hiring practices at the City of Windsor, the city's statistics relating to diversity and personal experiences that people can talk about.
- This is an important conference to hold for open discussion towards acknowledgement of minority experience, and for opening a path towards a more multiculturally equitable experience.

The Chair advises that there is no monetary obligation required from the Diversity Committee.

Moved by Y. Huff, seconded by R. Al-Saadi,

That the Letter of Support for the Social Sciences and Humanities Research Connection grant application from Dr. Jane Ku (Sociology/Women's and Gender Studies) along with colleagues at the University of Windsor to hold a conference on racism and antiracism with an emphasis on local experience in Windsor Essex **BE APPROVED**.

Carried.

## **5.2 Council Question – July 13, 2020 City Council Meeting**

This matter is deferred to the October 20, 2020 meeting of the Diversity Committee.

## **5.3 Phase 2 of the Diversity & Inclusion Plan Subcommittee**

This matter is deferred to the October 20, 2020 meeting of the Diversity Committee.

## **6. Other Business**

None.

**7. Date of Next Meeting**

The next meeting will be held on Tuesday, October 20, 2020 at 10:00 a.m. via Zoom video conference.

**8. Adjournment**

There being no further business, the meeting is adjourned at 12:00 o'clock p.m.

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**CHAIR**

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**COMMITTEE COORDINATOR**