*The Ontario Association of Fire Chiefs mission is to lead innovation and excellence in public and life safety. Our vision is to inspire and influence a safer Ontario.*

*DEI vision: That every fire department in Ontario is equitable, inclusive, and reflects the*

*diversity of the community they serve.*

Monday November 1, 2022, 10:00am

**ZOOM Meeting**

<https://us06web.zoom.us/j/88978760291?pwd=eEpkTFFseEJkdHdJbkhXM3pUSkxTQT09>

Meeting ID: 889 7876 0291

Passcode: 023626

**Attendees**: Jeremy Parkin, Burt Lamoureux, Kalpana Rajagopalan, Mark Pankhurst

**Regrets**: Normand Beauchamp, Todd Aitken, Ashley Russell-Taylor, Vanessa Devolin, Ravjot Chhatwal, Nick Ruller

**Minute Taker**: Mark Tishman

1. **Welcome – Committee Chair**
* The chair welcomed Burt Lamoureux and Kalpana Rajagopalan to the meeting.
* No quorum.
1. **Agenda Additions**
2. **Review of Previous Meeting Minutes**
	1. June 9, 2022 – No quorum
3. **Declaration of Conflict of Interests**
* None.
1. **Toolkit Program**
* Reviewed toolkit and found advancing equity and inclusion a guide for municipalities, which is a great guide. It gives you a roadmap of how to move down DEI from municipalities perspectives.
* The toolkit is a daunting task, but perhaps creating a series of checklists on the plan. A simple checklist for smaller communities. How do you know the area you serve? This is the first step in your DEI journey or if you’re the DEI team, then this is how you start the DEI journey. We will work on a “where to start guide” or checklist.

Action item: Burt and Kalpana to meet to work on a first draft of a “where to start guide”.

* We also need to work on the delivery of the product. We will have to present to members at some point. Links on website don’t work as well. Burt and Kalpana to brainstorm on the where to start the guide.
1. **Roundtable**
* Burt is taking a course from the Bernardi Centre. The number of barriers that were discussed was surprising; equipment placement on apparatus (if you need to be 6ft to reach something, too high).
* Kalpana was invited by Sol Gen to speak about racialized women in public service.
1. **Next Meeting**
* December 8, 2022 @ 10:00am
1. **Adjournment**