## IOTA DEI Committee November Meeting Agenda/Minutes

Date: 04/11/2023 Time: 7:00pm EST- 8:00 PM EST Location: Virtual (Zoom)

Attendance: Jocelyne, Kristina, Anne, Jessica

## **AGENDA & MINUTES**

- Review March Meeting Minutes & To Do Items Status
  - Brainstorm for next event
    - table/present at non OT specific events
      - Pride
      - I think it would be great for us to be apart of a career day if any schools around the area specifically IPS schools to speak!
    - Follow up to implicit bias with specific strategies
      - "Finding your CREED" w/ UIndy VP DEI → Kristina to check
        - Possibly 7/730 EST on weeknight
        - o Zoom
        - Still include breakout rooms
    - "Friendraiser event"
      - Happy hour, networking event
    - Sip and share on zoom to access other parts of the state
      - Can also sip and share thoughts over DEI articles from practice magazine as well!
  - Marketing materials
    - Brainstorm more engaging table features (eg. posted board, etc)
      - Business cards
      - stickers/pins
        - o Fundraiser?
          - Redbubble
            - Search OT, DEI related topics
            - \*\*\*Kristina to search stickers
          - Lanyards would be cool with something regarding occupational justice or DEI
          - Jessica check with Laura about IOTA shop for existing website
          - Diversity in healthcare pin
          - Jessica to create budget form
            - request for upfront costs in 2024 budget
          - Sell additional at t shirt table for fall conference and capitol day

- Poster (goal by summer) → Jessica to put together
  - Images of diverse people
  - Statistics of diversity
    - Indiana vs. USA
      - Check with IPLA
        - Greater accuracy because licensure is required within state
      - AOTA market research?
      - \*\*Jessica to check with leg committee on where stats for capitol day came from
  - Mission
  - Vision
  - Goals
  - QR code for listserv
- o How to make things more streamlined
  - Discuss changing meeting dates to end of month in order to prep for month events rather than meeting/planning part way into month vs. work ahead → calendar should streamline
  - Make calendar of significant events we want to highlight so we're better prepared?
    - Jessica to make calendar document on shared drive and create folder for materials throughout year; \*\*EVERYONE PUT IN 1-2 features before April
      - February black history month
      - April- OT month
      - May- Asian American and Pacific Island Desi (APIDA)
        Heritage Month
      - June- LGBTQ+ Pride Month
      - September to October- Hispanic heritage month
      - November- Native American Heritage Month
    - Also add "goal months" for major events for DEI committee to host
- April Agenda
  - o April Plans
    - Post of OT diversity statistics within the profession
      - Jocelyne (check workforce report)
    - Autism Awareness/Acceptance Month
      - sharing/re posting autistic voices/accounts
        - Jocelyne to make shared doc for handles, etc.
        - Everyone add handles to shared doc with date of post if you have a specific post in mind
        - Jocelyne to create post

- Jessica, Breea, Jocelyne to coordinate IG access for Breea
- Jocelyne to send combo of April and Feb posts for newsletter blast
- Follow up plans for March Items
  - CREED with UIndy → possibly mid September?
    - Kristina to follow up
  - First Sip and Share → aim for June/Pride month
    - Jessica to create shared doc for business info
    - Happy hour
    - Select LGBTQ+ owned/allied business
    - Every one reach out to one business on details related to RSVPs, ect by May meeting
  - Vote on stickers
    - Select top 3
    - Will determine top choices at May meeting
  - Business cards for AOTA
    - Jessica to send email with Jocelyne, Allison, and Laura
  - Created budget form
    - Jessica to talk with Alissia about budget
      - Any available for this year?
      - Request 500 for 2024
    - Track any money spent in budget excel on drive in order to better estimate needs in the future