

## IOTA DEI Committee November Meeting Agenda/Minutes

Date: 03/14/2023      Time: 7:00pm EST- 8:00 PM EST      Location: Virtual (Zoom)  
Attendance: Ann Randall, Jessica Daniel, Kristina Watkins

### AGENDA & MINUTES

- Review February Meeting Minutes & To Do
  - Hosted table at capitol day, reviewed materials
    - Thanks to those who attended and reviewed materials!
    - May potentially have capstone student in future
    - Lots of DEI related topics presented with posters
      - Gender affirming care, LGBTQ, women's health
      - Community re entry
      - Addiction and substance abuse related initiatives
  - Black history month features update
    - Thank you to those who researched and created content
    - Social media posts
    - Newsletter to listserv
  - Marketing materials
    - Business card has been sent to Laura
    - Coordinate meet up with Laura at conference if interested in passing
    - Will have some to give at other events
- March items
  - Brainstorm for next event
  - Marketing materials
    - Brainstorm more engaging table features (eg. posted board, etc)
  - 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
    - Make calendar of significant events we want to highlight so we're better prepared?
      - february - black history month
      - Hispanic heritage month
      - April- OT month
- TO DO
  - 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
        - Zoom
        - Still include breakout rooms
    - “Fundraiser 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
        - 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

Commented [1]: Jessica, I have Cricut Machine so if you need any help with the poster board let me know!!

- 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