

Dec 3, 2024 DEI Committee Mtg Minutes

12:03pm meeting began via Zoom

Present: Niloufar Shoustari, Shawn O'Connell, Kalab Bekele, Shanice Romero, Amanda Darmanchev, Shai Lev-King, Paul Carlan, Whitney Robinson, Aviva Rabins, Jean Jacks, Audra Winn, Shanee Moye, Sara Lacasse

Absent: Tara Flippo, Nicole, Cathy, Allison

- i. Approve Nov minutes
-moved to approve by Jean, second by Shawn
 - ii. Audra- quick reminder: if you don't want a stipend, let Whitney or Audra know today
 - iii. Audra- Reviewed norms for meetings: what's said here stays here, what's learned here leaves here/ speak from your own experience, not representing others in your group, don't assume; listen with curiosity
- I. Whitney- Icebreaker: *"What motivated you to join the DEI committee?"*
-everyone participated in this who was present at this time (not Sara or Shanee)
- II. Whitney- Reviewed accomplishments for 2024 (slide contributed by Tara shown)
- Reflections on these shared by: Niloufar, Shanice, Shai, Jean, Audra
- III. Acknowledge contributions of outgoing members- thanked for time and spirit-
-Shanice highlighted Audra
-Jean highlighted Kalab
-Whitney highlighted Niloufar
- IV. Audra & Whitney- What issues to address in 2025?
-Shanice: macros could be in other languages that get sent to portals- still an area of need that is not equitable
- ACTION STEP: circle back to Meghan/Gina/Stephanie on translation services and/or using macros in common languages that we have in the clinics- Audra will f/up on this
-Jean: outreach to patients could see more effort
dovetails of this shared by Shai, Kalab: more time in pt appts helps prevent missteps in providing equitable care
Paul is concerned with the flip side of this (more time w/ pts who have higher needs and/or in marginalized populations as a rule) meaning less access to care for all pts
-Whitney: employee retention, celebrating diversity in the workplace, supporting hard conversations with leadership, connecting more with HR dept as an advisory

Respectfully submitted,
Audra Winn (co-chair)