



## Community Advisory Committees

**Name of Committee:** Equity Policy Community Advisory Committee (EPCAC)

**General Meeting:** Tuesday, December 3, 2019

A meeting of the Equity Policy Community Advisory Committee convened on Tuesday, December 3, 2019 from 6:52 pm to 8:30 pm in Committee Room B, with Parent Co-Chair Catherine Maloney presiding.

**Members in Attendance:** Sharon Beason (Parent), Michael Kerr (Colour of Poverty-Colour of Change), Dennis Keshinro (Belka Enrichment Center); Catherine Maloney (Parent Co-Chair), Sharma Queiser (Social Planning Toronto), Sophia Ruddock (Parent) (on the phone)

**Trustees**

**Present:**

Trustee Yalini Rajakulasingam (on the phone)

**Resource**

**Staff Present:** Remi Warner, Senior Manager, Human Rights Office  
Precious Sidambe, Administrative Assistant

**Regrets:** Trustee Alexander Brown, Trustee Harpreet Gill, Kristal Guthri (Parent), Tesfai Mengesha (Success Beyond Limits), Aleem Punja (Parent), Sue Winton (Parent)

ITEM	DISCUSSION/ACTION ITEMS / RECOMMENDATION/MOTION
<b>Call to Order, Acknowledgement of Traditional Lands, Reading of the Meeting Norms and Approval of Minutes</b>	<p>The meeting was called to order at 6:52 pm.</p> <p>Acknowledgement of Traditional Lands and Meeting Norms were read.</p> <p>The agenda and minutes from the April 18, 2019 meeting were approved.</p>
<b>Introductions</b>	<p>The committee was introduced to the new staff lead for EPCAC. In the introductions, staff apologized for the delay in scheduling a meeting and informed the committee of the new meeting schedule. Due to scheduling conflicts, a request has been put in to change EPCAC's recurring meetings from every third Thursday of the month to the fourth Mondays. For introductory purposes, committee members also introduced themselves.</p>

<p><b>Discussion: Review of Terms of Reference and Established Practices</b></p>	<p>In lieu of the staff lead transition, the committee had a discussion about the terms of reference (TOR) and established practices of the committee. The following topics were discussed:</p> <p><u>Review of Terms of Reference</u></p> <p>The staff lead sought some clarity around the last revision of the terms of reference. The TOR was reviewed at some point but previous committee minutes would have to be reviewed to get the exact date.</p> <p><u>Membership</u></p> <p>A discussion was held around the annual review of the committee membership and around the need for additional members. Currently, there are six parents and five community organizations – a review of the membership will be conducted in May. It was suggested that a list of all members be distributed to the committee along with their area of focus to determine where there are gaps and determine which areas lack representation.</p> <p><u>Circulating Information</u></p> <p>The committee discussed the best process for members wanting to circulating information to the committee. It was decided that the information would be sent to the staff lead and the committee assistant. Upon receiving the information, the staff would check with the co-chairs and then share with the committee.</p> <p><u>Minutes</u></p> <p>There was a discussion about the content and layout of the committee minutes. It was decided that the minutes would not include comments made by members but rather capture the discussions and actions of the meeting. The committee decided they would revert to using the old format for minutes, where there was a column on the right with action items making it easier to track outstanding items.</p> <p><u>Deputations to EPCAC</u></p> <p>Stemming from the April 2019 minutes, the committee had a brief discussion about allowing deputations at meetings. There was mention of how much leverage the committee has with deputations and whether it was intended to be an advocate for community</p>
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	<p>concerns and how these are best forwarded to the Board. A further discussion will be held at the next meeting.</p>
<p><b>Vacancies: Community Co-Chair and Trustee Co-Chair</b></p>	<p><u>Community Co-Chair</u></p> <p>The staff lead advised the committee of the community co-chair vacancy following the departure of Racheal Lawrence (Jane and Finch Community and Family Centre representative). A notice of election was given to the committee along with the election process. The election will be held at the next meeting and the committee was advised to send their nominations to the committee assistant. The committee was also advised that the Jane and Finch Community and Family Centre have sent a new representative for the organization.</p> <p><u>Trustee Co-Chair</u></p> <p>Trustee Yalini Rajakulasingam advised the committee that she will be filling the role of Trustee co-chair for the year.</p>
<p><b>Information: Secondary Program and Optional Attendance Policy Consultation</b></p>	<p>The committee discussed the secondary program and optional review consultation that is to be held on January 7, 2020. Three committee representatives will attend the meeting on behalf of EPCAC. There was a brief discussion around the gaps that exist within the system and how the function of community advisory committees is to provide that critical voice.</p>
<p><b>Policy Review Schedule – Potential 2019/2020 Items for Future EPCAC Discussion and Review</b></p>	<p>The committee was provided with the policy review schedule to decide which policies might be of interest for discussion at future meetings.</p>
<p><b>Other Business</b></p>	<p><u>BSAAC Report</u></p> <p>The EPCAC representative for BSACAC provided an update on the meeting held on Monday December 3, 2019. He presented information on the TDSB parent guide for preventing and addressing issues of discrimination and the STEM program for black students from the University of Toronto.</p> <p><u>Potential Agenda Items</u></p> <p>The following items were suggested as potential agenda items:</p> <ul style="list-style-type: none"> <li>• Employment Equity policy update</li> <li>• Update on the current work of the Human Rights Office</li> <li>• Parent Student Survey</li> </ul>

	<ul style="list-style-type: none"><li>• LGBTQ2 community advisory committee and its implications on EPCAC's mandate</li></ul>
<b>Adjournment</b>	The meeting adjourned at 8:30 pm.