



MEMORANDUM

Subject: Student Resources for Diversity Equity and Inclusion Workplan Items, and Priority Project Planning and Implementation.

To: Diversity, Equity and Inclusion Advisory Committee

From: Matthew Trennum, City Clerk

The City of Thorold, as a member of the coalition of inclusive municipalities, joins a bi-monthly meeting of representatives from the local area municipalities and Niagara Region to discuss diversity equity and inclusion initiatives from each jurisdiction.

One area each municipal organization is currently working through is the development of their work and action plans for diversity, equity and inclusion. The Town of Fort Erie has utilized a fourth (4) year business (human resources management stream) experiential learning program to assist them in developing their plan.

I reached out to the professor and their experiential/coop and intern coordinator, who met with me to discuss opportunities for the City of Thorold. Results of the discussion were that the City and the DEIAC could take advantage of up to three (3) individuals working as a group for their required internship hours, to concentrate on a DEI project for us. This would likely be a September start date, which may align with the completion of this committee's workplan in a way that would allow this person (or persons) to be a dedicated resource for one or more action items from that plan.

Additionally, the capstone course which is offered by the college next takes place in January 2024, and there may be an opportunity to utilize a group of students from that program as well to assist staff and the committee in committee led project work.

This is early stages still, however once the committee has identified some of its priority work projects for the term, we can advise our contacts at Niagara college of the topics, and they will assist in pairing us with students whose skills and interests align with the work to be done.

My recommendation to the committee is to keep this in mind over the next couple of meetings, as it considers where it would like to begin its work. Similar project work done using this model has included, but is not limited to:

- Creation and implementation of staff and community surveys;
- Development of workplan project action plans and project management;
- Policy review and revision;
- Research work; and
- Other data collection (town halls, community tables at events etc.).

Respectfully submitted and signed by

Matthew Trennum
City Clerk