



## Minutes of Diversity and Inclusion Taskforce Meeting #5

Venue	Zoom Online Video Conference
Date and time	Monday, December 21 <sup>st</sup> , 2020 – 7:00 – 9:14 PM (EST)
Participants	Wenqin Shao, Dr. Laura Upenieks, Samba Niang, Saj Jamal, Jaime Steedman, Emma de Groot, Graham Coulter, Nicola McGovern, Gord Percy, Chris Ward, David Sheman, Liz Hoffman, Cindy Soukoroff, Aristotle Domingo
PGA of Canada Representatives	Matt Allen, Kevin Thistle, Steve Carroll, Kate Lawson,
Chair	Matt Allen
Regrets	Teejay Alderdice, Melanie van der Hoop, Jason Logan, Stephanie Shostak, Stephen Tooshkenig

Agenda	Discussion
Welcome	<ul style="list-style-type: none"> <li>• Matt Allen welcomed everyone to the meeting. Laura Upenieks provided a land acknowledgment for the group.</li> </ul>
Special Guest – Keri Moffat & Shana Kelly	<ul style="list-style-type: none"> <li>• Guest speakers Keri Moffat and Shana Kelly who are both PGA of Canada members shared their experiences and insight on what it has been like being a woman in the male-dominated industry. The group was asked to take the lived experiences shared by Keri and Shana as well as those shared by Maurice at the last meeting and take them back to their respected working groups.</li> </ul> <p>Key learnings included:</p> <ul style="list-style-type: none"> <li>• Women feel uncomfortable speaking up about the barriers and the conscious and unconscious biases</li> <li>• Women encompass only 7% of the current PGA of Canada membership</li> <li>• There are still obstacles and barriers that are making it difficult for women who deal or have dealt with sexual harassment in the industry</li> <li>• There is a need to have a more diverse spectrum for women, minorities, and anyone who deal with sexual harassment</li> <li>• There is a need to have a better platform for women to speak up about microaggressions, discrimination, unconscious biases, etc.</li> <li>• Education is key – educate women on how to say no and men on what is appropriate and what is not. Mandatory courses could be implemented for PGA professionals</li> <li>• A culture shift is needed for the industry</li> <li>• The younger generation and men who have daughters seem to be the best allies/advocates for women</li> <li>• There is a need to find ways to support females in the industry suggestions were:             <ul style="list-style-type: none"> <li>• mandatory harassment policies</li> <li>• implementing some type of education between men on how to advocate better for women</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• a group to educate and help empower women</li> <li>• Approaching other male-dominated industries could be beneficial to see what they are doing to include a shift in culture</li> </ul>
Review of Previous Meeting Minutes	<ul style="list-style-type: none"> <li>• The meeting minutes from the November 16<sup>th</sup> meeting were approved as presented.</li> </ul>
Unconscious bias webinar	<ul style="list-style-type: none"> <li>• The group was notified of an outlook invite sent for the unconscious bias webinar that will be delivered on January 11<sup>th</sup> beginning at 7:30 pm EST. The meeting will be recorded for those who cannot attend.</li> </ul>
Working Group Updates	<p>Each working group presented their updates from the last month's work. The presentations included:</p> <p><u>Socio-Economic Status:</u>  The strategic plan is the group's key target. It is suggested that the current plan is too far-reaching and has room for improvement  It is suggested that:</p> <ul style="list-style-type: none"> <li>• A five-year plan with two main intentions: showing how the PGAC support its member's finances/lifestyle, and how it increases the fairness/diversity</li> <li>• The Mission could be simplified to focus on the PGAC's membership</li> <li>• The key directions could be simplified and more member-specific</li> <li>• The key directions need to be linked to measurable targets through the operational and business plan - these would be accessible to the members and a yearly report could be provided</li> <li>• The values should promote that the PGAC is, and wants the best Canadians from ALL walks of life</li> <li>• Dues are still expensive</li> <li>• Code of Professional Practice addresses that there should be no discrimination and a similar clause should be included in the commitment to each other</li> <li>• National Board does not appear to be inclusive.</li> <li>• It is suggested to have a Board member description as well as some highlights as to what makes each board member unique and diverse</li> </ul> <p><u>Notes/Recommendations:</u></p> <ul style="list-style-type: none"> <li>• Matt informed the group that a strategic plan is underway for Q1 of 2021</li> <li>• It was also noted that the SES group will have more involvement around the operations when the group gets into policies and fees around the PGAC's structure</li> </ul> <p><u>Women:</u>  The group has 5 major areas that they looked at and will continue looking into going forward. This included:</p> <ul style="list-style-type: none"> <li>• A review of the PGAC's By-laws determined: <ul style="list-style-type: none"> <li>• The Code of Professional Practice has no mention of the rules against discrimination or harassment in sections: 1 – (Ourselves), 2 – (The PGA of Canada), or 3 – (Each other)</li> <li>• There is no mention of diversity and inclusion in the By-laws, the strategic plan, the values, or the mission</li> <li>• The board of director is predominately male</li> </ul> </li> </ul>

- The next step will be to create a diversity and inclusion statement regarding gender
- Obtaining data/information to better present recommendations to the group. Asked the zones for information relating to:
  - Female participation
  - If there are any programs or events that will be added or initiatives to promote and advance women.
  - Looking at obtaining information on gender and membership within categories such as the Hall of Fame, National Awards, PATs, etc.
  - The retention rate of CFMs & Apprentice Professionals
  - Addressing the issue of calling tournaments the “ladies’ tournaments”
- Review of Volleyball Canada’s Diversity & Equity Policy:
  - [https://volleyball.ca/uploads/Policies/2020/Pan\\_Canadian\\_Policy\\_-\\_DIVERSITY%2C\\_EQUITY\\_AND\\_INCLUSION\\_-\\_Oct\\_2020.pdf](https://volleyball.ca/uploads/Policies/2020/Pan_Canadian_Policy_-_DIVERSITY%2C_EQUITY_AND_INCLUSION_-_Oct_2020.pdf)
- Review of governance structures and processes from other sports and non-profits organizations
  - Close alignment with Golf Canada’s policies
  - Attend seminars on Women in Sport
- The group's next steps include recommending an official PGAC governance review. Key points for possible recommendations also include:
  - Following the Sport Canada directive of having 50% of the board be women – looking at possibly having 30% for the PGAC
  - Potentially having a company such as Sport Law & Strategy Group conduct an outside review of the PGAC
  - The possibility of having non-PGAC members become board members

*Notes/Recommendations:*

- Matt notified the group that the national staff are currently working with Sport Law & Strategy Group for a By-law review
- Gord informed the group that the national directors are voted in by the membership of each zone. To make changes this would need to be changed in the By-laws
- Steve suggested connecting with Canadian Women in Sport to obtain further information
- Graham mentioned that the Saskatchewan zone currently has a female president, and he can pass along contact details. It was also mentioned that there was a By-law change made previously in the Saskatchewan zone that allowed individuals outside of the golf industry to be appointed as honorary directors and be on their board
- Liz also mentioned that there are avenues to have women panels if ever needed for any special cases

**ACTION** – Matt to provide the Women’s group with the contact information for the By-Law review task force

LGBTQI2S+:

The group looked at the current zone and national governance documents and By-laws as well as other NSO’s. It was determined that there is no specific reference to the LGBTQI2+ in any of the PGA’s documents. Recommendations include:

- Including a specific reference to the LGBTQI2+ to the Diversity, Equity & Inclusion Policy
  - Evaluate the dress code policies to ensure it is open and inclusive to all
  - Reviewing all governing documents to ensure the proper language is used. Example using the proper pronouns.
- PricewaterhouseCoopers Board Recruitment, selection & considerations
  - Could complete an audit like PWC’s diversity program or like the City of Toronto’s confidential survey from all board members across the country to identify gaps and current demographics and representation
  - Institute a selection committee or an advisory committee with a matrix for selection

- Introduce training and educational education for all PGAC board members
- Policy Opportunities that stood out from Volleyball Canada and Badminton Canada
  - Implement a review system for all policies to ensure they stay current
- Specific Pan-Canadian policies that would include gender identity (to replace Transgender), dress code, leave of absence, tournament & safe sport policies

*Notes/Recommendations:*

- Golf Canada is currently looking at its transgender policy and is using CCS. It was noted that an overall recommendation for a timeline of the policy review would be great
- It was also recommended that the group may look at You Can Play for further information

BIPOC:

- It was noted that the Code of Professional Practice does not include much about the BIPOC community
- Having more information about the board members would be beneficial as there does not seem to be any visible BIPOC members
- Looking at recruitment through career fairs to introduce the industry to the BIPOC community
- Looking at how to get involved with these communities by having representation of the same background to provide a connection for the BIPOC community
- Opening the reciprocal from other PGAs

*Notes/Recommendations:*

- Matt recommended adding the international reciprocal PGA relationship with the smaller PGAs to the workgroup's list as well as having the group consider adding or looking into reasonable accommodations for other religious calendars

People of Different Abilities:

- The group focused more on the operations and participation side of things
- Met with Ryan Logan, the Director of Membership from Golf Canada, and is looking at possibly adding some elements of accessibility and identifying facilities that are accessible
- Looking at the board it is not representative of people of different abilities but could ask the board to share if they have experiences with different abilities
- Would recommend having a representative at Para Golf and Special Olympics Golf
- There is no universal code of conduct for golf

*Notes/Recommendations:*

- Matt recommended including a review of the PGAC's policies and By-laws to ensure it does not discriminate against people of different abilities
- Steve recommended looking at the Canadian Paralympic Committee and Jumpstart for further information
- The group was also notified that the guest speaker at the next meeting will be from Special Olympics

**ACTION** – Matt will send the updated By-laws to the People of different abilities group.

	<p><u>New Canadians:</u>  Recommendations include:</p> <ul style="list-style-type: none"> <li>● Looking at the demographics of the community served by the PGA of Canada with data from Statistics Canada, municipalities, and new Canadian groups to determine the barriers</li> <li>● Undertaking a demographic audit of the organization in terms of Governance, Operations, and the Membership</li> <li>● Benchmarking the results as a ratio</li> <li>● Speak to the PGAC's commitment to inclusivity for new Canadians to the membership with awareness, education training, and hiring practices and the public with awareness with the new Canadians for participation and career</li> <li>● Develop a framework for accountability with developing a RACI (Responsible, Accountable, Consulted, Informed) for the changes/actions and measuring the effectiveness. This could be with an advisory committee</li> </ul>
Next Steps	<ul style="list-style-type: none"> <li>● Matt will share a reporting tool with all working groups in the upcoming week</li> <li>● Goals for the January meeting will be to come into the next meeting with recommendations</li> <li>● Matt mentioned that Basecamp is set up and access has been granted to all as a communication tool</li> </ul>