

Monthly Briefing Points on DEI Assessment

Prepared for IAEM Board Members
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Update on October 12, 2023
For board meeting October 17, 2023

Current Phase

- **PHASE 1: ASSESSMENT & ANALYSIS**
- PHASE 2: IAEM ANNUAL CONFERENCE
- PHASE 3: REPORTING & BRIEFINGS

DEI Consulting Updates:

1) DEI ASSESSMENT READOUT - BOARD TO ATTEND 10/23/23

COMPLETED: First Readout Session to IAEM-USA Staff

On October 11th, the Farzana Nayani team shared the findings from the Listening Sessions, Focus Groups and DEI Survey in the first out of four readout sessions. The first readout included IAEM-USA staff. (The readout is a briefing on the results led by the FN Consulting team including survey results.)

UPCOMING: Second Readout Session to IAEM-USA Board

On October 23rd from 3:00-4:00 pm EST, the second readout will be delivered to the IAEM-USA board members. Members of the FN Consulting team will be present in person and via Zoom. All readout attendees are asked to take in the findings and ask questions, rather than offer solutions immediately. These readouts will not include recommendations and a strategic plan. However, some initial recommendations and a snapshot version of the findings will be shared with membership at the DEI Spotlight Session at the Annual Conference, and at the following virtual session.

2) COMMUNICATIONS

The IAEM dei-feedback email is now being monitored by Dawn Shiley. The FN Consulting team is providing guidance as needed.

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3) CONFERENCE

The FN Consulting team is actively preparing for their **DEI Spotlight Session** at the Annual Conference in Long Beach. Farzana Nayani, along with consultants Alma Ramos and Kelly Friedman, will deliver an engaging and informative 90-minute session. The proposed agenda for the session is as follows:

- **30-minute Keynote:** Farzana Nayani will share an overview of DEI and high-level assessment findings synthesized from the Listening Sessions, Focus Groups, and DEI Survey. The framing will be the need for a DEI mindset in their role as an IAEM member, conference attendee, and their role as an Emergency Manager. The title for the session is: “Leading with a DEI Mindset as Emergency Managers at IAEM.”
 - This session will be recorded
- **60-minute Interactive Audience Discussions:** Farzana Nayani Consulting Team members will facilitate conversation and connect the challenges, assets, best practices and other strategies shared to the keynote.
- **ONLINE COMPONENT [APPROVED]:** The FN Consulting team will host a 60-minute virtual session (same session as held at conference) for IAEM-USA members who did not attend the Conference. Participants will watch the recorded keynote presentation ahead of time, then engage in breakout sessions via Zoom. Date TBD, likely in December.

Consultant & IAEM Next Actions:

- Farzana Nayani Consulting team and IAEM staff to finalize details for post-conference virtual DEI Spotlight session (December 2023).
- Farzana Nayani Consulting team and IAEM staff to finalize dates for final two readouts.

Board Actions:

- **Monday, October 23, 2023 from 3:00-4:00 pm EST** - Board members to attend DEI Assessment Readout.
 - Optional: Board members to review readout deck ahead of meeting
 - Recommended: Board members to bring pen and paper for notetaking and recording questions
- Board members are asked to encourage members who are eager to learn about the results of the DEI Survey to attend the DEI Spotlight Session at Annual Conference OR the virtual session.