Members: Colleen, Taylor, Heather, Hilde, Mary, Sophie, Yaqin, Tzu-Ting, Maggi, Loicka, Veronique (Ex Offic), Dina (Ex Offic), Jessica, Mai

Notetakers: Mai

In Attendance: Mai, Hilde

Date of meeting 17 October 2022 1pm

1. New member introduction:
2. Nominate next co-chair(s) addition
	1. vote or decide at November meeting - so they can onboard ~last month of 2022
3. Nominate form in headlines for new members
	1. nominations so far? Spread the word, nominate others or encourage self-nominations
4. Upcoming: DEI meeting (comittees chairs)
	1. Oct 21, 2022 @ 11am
5. 2023 Women’s Committee Membership
	1. Who will be staying on?
6. Topic subteam updates
	1. Mental Health Resource/Support
		1. Yes!! Can use Occasional Sick time for Mental Help Days!!!!!!!!
		2. KGA Wellness Calendar - Should we send out updates or see if HR will send something out? <https://my.kgalifeservices.com/wellness_calendar>
		3. Mai & Mary met with KGA
			1. Free books - won’t send to us for a library, but WHOI employee can get 2 free
			2. Resources available through them - lots of brochures
	2. WHOiWIKI
		1. Make a little headline blurb emphasizing new or helpful content
		2. Bring in wider variety of stores to bring in more diversity
	3. WC members happy hour/get togethers outside of meetings
	4. Improve WHOI for all women / Letter writing to Admin
		1. First item - letter to CPO to connect and make regular contact - Yessica Cancel will be joining WHOI as our first Chief People Officer (CPO), beginning on October 3.
7. Participation in the Activities Fair - debrief
8. Workplace Climate Committee Update
	1. CommuniTea planning - end of October or early November on Indigenous People