

June 19, 2023

Proposed Agenda for the 19 June, 2023 Meeting of the Working Group

- Welcome (Tejal Harri-Morar, All)
- Reach out to Associations on their DEI Policies (All) (see Appendix 1, Rolling Notes)
- Discussion of the questions to ask in CAFII Survey of its members? (All)
- Slide on DEI Committee in Regulatory and Policy-Maker Tour (Keith Martin) (See attachment "CAFII Presentation Western Tour" Page 33)
- Keith Martin update on Webinar on DEI ("inclusive language") (Keith Martin) (see Appendix 2, Rolling Notes and attachment "Inclusive Language Handout")
- Any other issues and next steps (All)
- Termination of Meeting (Tejal Harri-Morar)

Appendix 1

Wednesday, June 7, 2023 Email from CLHIA Luke O'Connor

Hi Keith,

We do have a DEI statement in our employee handbook which I can share:



8. Diversity and Inclusion

At the CLHIA, we believe a diverse and inclusive workplace makes us, the industry and society stronger. It influences our culture and drives the way we engage with our members and industry partners. It ensures we attract and retain talented staff and we provide an inclusive work environment that nurtures and unlocks potential. In all, we share the common values of openness, fairness, and tolerance.

- We are committed to a diverse and inclusive culture and advancing equality that respects every employee for who they are - regardless of gender, gender identity, race, religion, age, sexual orientation, disability and strongly prohibit all forms of discrimination or harassment.
- We believe that our employees' contributions are richer because of their diversity, inspires greater innovation and ultimately creates the best teams
- We want every employee to feel free to bring their authentic self to work every day
- We want to accelerate progress in equality of opportunity.
- The CLHIA is fully committed to transparency and openness and will use current and evolving avenues created for you to reach out for support and offer feedback. Our goal is to ensure that everyone at the CLHIA has a way to be heard.

At the CLHIA, we are committed to these principles, our values and the practices that flow from them. It touches all of our practices relating to recruitment, selection, training and career development and also business relationships with our members and stakeholder groups.

Otherwise, our Director, Human Resources and Office Services, Cathy Goudreau (copied) is happy to chat with you on any other questions you might have on this topic.

I hope this helps.

Luke

Luke O'Connor (he/him)
Director, Market Conduct Policy and Regulation
Cell: 647-200-4466



Canadian Life and Health
Insurance Association
79 Wellington St. West, Suite 2300
P.O. Box 99, TD South Tower
Toronto, Ontario M5K 1G8

From: Keith Martin <Keith.Martin@cafii.com>
Sent: Tuesday, May 23, 2023 11:44 AM
To: Luke O'Connor <LOConnor@clhia.ca>; Brent Mizzen <bmizzen@clhia.ca>
Cc: Brendan Wycks <brendan.wycks@cafii.com>; Tejal Harri-Morar <tejal.harrimorar@bmo.com>
Subject: query to CLHIA from CAFII

Hello Luke, Brett,

We have recently had some members of CAFII suggest that we should do some work internally so that over time we can ensure that we are reflecting DEI principles within our organization, including a more diverse representation on the CAFII Board.

We have in that regard struck a new DEI Working Group to consider these issues.

As a first step, we are reaching out to friendly Associations to ask them if they have any DEI policies already in place, and if so if such policies can be shared with us. We want to learn from what already is in place elsewhere.

Can you let us know?

Thanks!

--Keith

Keith Martin
Co-Executive Director / Co-Directeur général
Canadian Association of Financial Institutions in Insurance
L'association canadienne des institutions financières en assurance
keith.martin@cafii.com
T: 647.460.7725
www.cafii.com
[Visit the CAFII LinkedIn Page](#)

Appendix 2

May 30, 2023 01:00 PM

Description

Words matter. The language we use every day can have a big impact on feelings of inclusion at work. That's why MacPhie created Inclusive Language Training: using and understanding inclusive language is a straightforward and concrete way to help everyone feel more comfortable at work. In this free, one-hour webinar, participants will build their confidence, knowledge, and sensitivity around inclusive language, so they can feel more confident respectfully speaking and writing about differences. Join us!

Summary Notes, 19 June 2023 Meeting

Megan Bolton-Mclean from Assurant was welcomed as this was her first meeting, and she gave a brief introduction.

It was suggested that this Working Group should make a recommendation to the EOC initially and have a specific focus, and in that respect does not meet the criteria of an ongoing Committee at this time. The first objective of the Working Group may be to develop its scope and to identify what success for it is. At some point the Working Group may become a Committee but we are not there yet.

The Working Group started its work on Board diversity, and ensuring that there needs to be progress around gender and racial diversity within CAFII. Should we try some form of "scoring" of the board to see if it represents the Canadian community? Perhaps that could also be done with the EOC.

The Working Group has reached out to other Associations about their DEI initiatives. Working Group members said that there was a need for CAFII to engage in initiatives to make its volunteer makeup more representative of the Canadian community they are drawn from. Andrea Stuska cited a UN study on Guidance on Gender Equality. These could all be sources of interesting information for the Working Group.

Karyn Kasperski said that at RBC Insurance the DEI Working Group referenced the Chartered Financial Advisors which has made important strides including a code that members can become a signatory to. This could be something that CAFII could look at as well.

There was support for trying to identify what others are already doing around DEI and drawing on this research and existing policies. A question was asked whether OSFI has DEI requirements that we could draw on? It was suggested that IAIS would have some IAIS initiatives. A link sent to us by webinar participant from IAIS Nicholas Herbert Young was:

[DEI stakeholder session, 9 February 2023](#)

Karyn Kasperski also suggested that the Global Federation on Insurance Associations could also have some perspectives.

[Diversity, Equity, and Inclusion Code \(USA and Canada\) \(cfainstitute.org\)](#)

It was suggested that we need to do more research to understand the relevant questions to ask, before sending a survey to our members.

Keith Martin gave an overview of the recent managing matters webinar on inclusive language. It was suggested that this could be the subject of a webinar for CAFII.

It was agreed that CAFII in future should make a land-acknowledgement statement at all future meetings.

We will be holding a meeting of the Working Group every second Monday of the month from 1-2pm.

Andrea Stuska Recommended Links

Besides our own member company guidelines, here are a few sources that might provide some direction.

Here is the link to the UN paper on gender.

<https://www.unepfi.org/industries/banking/guidance-on-gender-equality/>

Government of Canada

<https://www.canada.ca/en/government/publicservice/wellness-inclusion-diversity-public-service/diversity-inclusion-public-service2.html>

Might be worth reaching out to IBC to see if they have something further than what's on their website. I can do this outreach if you like.

<https://www.canada.ca/en/government/publicservice/wellness-inclusion-diversity-public-service/diversity-inclusion-public-service2.html>

<https://gfaiinsurance.org/search?q=Diversity&s=&r=&y=2023&from=&to=#publications>

<https://www.iaisweb.org/?s=DEI>

I didn't see anything on the CADRI website but will confirm with my colleagues who are active in that association.

OSFI COMMENTS ON DEI

OSFI's Diversity, Equity, and Inclusion Strategy 2022-2025

Last year, the Clerk of the Privy Council and the Secretary to the Cabinet released the [Call to Action on Anti-Racism, Equity and Inclusion in the Federal Public Service](#).

Today, I am pleased to announce that OSFI has launched its [Diversity, Equity, and Inclusion \(DEI\) Strategy](#) that builds on work already underway in this area.

The Strategy aims to transform our organization into one that embodies DEI at every level, in everything we do. We believe that diversity, equity, and inclusion are more than points to check off an organizational to-do list – they are traits imbedded in a culture that empowers people to be themselves and bring their best to work every day.

Our goal is to create a sense of belonging for each of our colleagues.

Simply put, we must fully embrace DEI. Not only because it's the right thing to do, but also because our risk environment demands that unwavering commitment. If we do not bring diverse mindsets to OSFI and provide them a platform to thrive, we will fail to adapt to the extraordinary and complex risks that we face. Therefore, for OSFI, DEI is not only a moral imperative but a strategic imperative.

Since my arrival at OSFI, we have undertaken several major transformational initiatives.

Our [Blueprint](#) serves as an important self-examination and articulates the direction in which we want to go as an organization. Our 2022-2025 Strategic Plan will provide concrete steps toward reaching those goals and aspirations.

DEI is a central focus of our Blueprint and the new DEI Strategy adds to the momentum we've already created. The DEI Strategy is an evergreen document – one that we will adapt and change as we continue to measure, adjust, and improve OSFI's DEI practices in the months and years to come.

For more background on our efforts in this area, please see my [open letter to the Clerk](#).

Peter Routledge
Superintendent, Office of the Superintendent of Financial Institutions

[OSFI's Diversity, Equity, and Inclusion Strategy 2022-2025 \(osfi-bsif.gc.ca\)](#)

OSFI Is Also Using the Centre for Global Inclusion:

[Home : The Centre for Global Inclusion](#)

May 15, 2023

Notes

The Committee had a wide-ranging discussion of its objectives and next steps.

It was agreed that CAFII would reach out to its fellow associations and see what if any DEI policies they had.

It was also agreed that CAFII would conduct a survey of its members to see what DEI policies they had in place, so that the Committee could draw on these in its consideration of a policy.

Background Information

The Executive Operations Committee (EOC) has expressed a desire to see greater diversity in terms of representation on the CAFII Board of Directors, as it was observed at the December 2022 Board of Directors meeting that there was very little diversity around the table.

While positive strides with recent Board member appointments have been made, taking a more purposeful course is needed to achieve greater, consistent diversity in the Association's representation which will serve as an important key to CAFII's future success.

To further the goal of greater diversity, volunteer members from the EOC are in the process of forming a working group with CAFII Co-Executive Director oversight to document recommendations to the Board of Directors on best practices for industry Associations of comparable size and scope; whether that be in the form of a policy, guideline, practice or some other mechanism.

Once the recommendations have been drafted, they will be presented to the Board of Directors for review and approval and thereafter a mandate to the EOC to proceed with any required implementation steps.

Volunteer EOC Members Identified to Date:

CAFII Board of Directors Diversity Working Group				
First	Last	Email	Company	BOD/EOC/Committee
Rob	Dobbins	(Rob Dobbins) rob.dobbins@assurant.com	Assurant Canada	Diversity Working Group
Jennifer	Russell	(Jennifer Russell) Jennifer.russell@assurant.com	Assurant Canada	Diversity Working Group
Tejal	Harri-Morar	(Tejal Harri-Morar) Tejal.HarriMorar@bmo.com	BMO Insurance	Diversity Working Group
David	Self	(David Self) David.Self@wi.cibc.com	CIBC Insurance	Diversity Working Group
Karyn	Kasperski	(Karyn Kasperski) karyn.kasperski@rbc.com	RBC Insurance	Diversity Working Group
Andrea	Stuska	(Andrea Stuska) andrea.stuska@td.com	TD Insurance	Diversity Working Group

Proposed Inaugural Meeting

The first meeting will be held on Monday, 15 May, 2023, from 2-3pm (virtually).

Proposed Chair of this Working Group

Tejal Harri-Morar has agreed to serve as Chair of the Working Group.

Proposed Agenda for First Meeting of this Working Group

- Motion to Nominate Tejal Harri-Morar as Chair (Keith Martin, All)
- Welcome and Introductions (Tejal Harri-Morar, All)
- What is the objective of this Working Group? (All)
- Discussion of key issues for Working Group to consider (All)
- Frequency and duration of Working Group's meetings? (All)
- What sort of implementation mandate should the Working Group ask the EOC to obtain from the Board? (All)
- Any other issues and next steps (All)
- Termination of Meeting (Tejal Harri-Morar)