



DIVERSITY, EQUITY & INCLUSION (DEI)

2024

Committee Charter

COMMITTEE MEMBERS

Chair	Alfred Johnson
Board Liaison	Alfred Johnson
Members	Noraliz Campanella Kimberly Carpenter Niki Gill Adams
Staff	Ivoire Foreman
Meeting Frequency	Second Tuesday - Every two (2) Months - Jan, Mar, May, Jul, Sept, Nov 12 – 1 pm ET Additional work may be completed by committee members outside of formal meetings, as coordinated by committee Chair
Committee Type	Ad Hoc
Reports To	Executive Director/CEO

COMMITTEE CHARGE

The DEI committee shall provide strategic guidance and support of NARA's improved role in being a role model and the go-to resource for licensing professionals and regulatory agencies in the area of DEI.

Committee Responsibilities

Committee responsibility changes requires the approval of the Executive Director/CEO.

COMMITTEE TASKS

#	Task	Due Date
1	Launch Annual Climate Assessment survey	March 30
2	Develop, schedule and offer monthly open forums/facilitated dialogues starting in June on DEI for regulators aimed at identifying issues, concerns, etc.	May 31
3	Create or find training on how to conduct uncomfortable discussions and creating safe places.	July 31
4	Develop and offer a workshop (topic TBD) for the 2024 Licensing Seminar.	IAW Seminar Dates
5	Develop a strategic inclusion and diversity plan for NARA to propose to Board at September board meeting.	September 30

QUARTERLY REPORTS

Please provide quarterly status updates to NARA staff using the online survey link provided to the Committee Chair(s) For additional assistance, please email admin@naralicensing.org. Please include progress updates for each of the listed tasks for the committee. Updates are due by the following dates:

January – March update due: 04/05	April – June update due: 07/05
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July – September update due: 10/04

October – December update due: 12/20
