



Equity, Diversity, & Inclusion Committee Terms of Reference

**Established – July 2022
Last Amended – May 2024**

PURPOSE

Under the direction and leadership of Hockey Alberta's Management, the Equity, Diversity & Inclusion Committee is a standing, operational committee of Hockey Alberta that is charged with enhancing equity, diversity, and inclusion practices within amateur hockey. From time to time, the committee will be charged with responding to proposed changes, objectives and/ or actions that have been identified by Hockey Alberta's Management. In completing its work, the committee will work in accordance with all Hockey Alberta Bylaws, Regulations, Policies and Procedures.

GOALS AND OBJECTIVES

Goals and objectives for the committee are established on an annual basis and can be derived from the Strategic Plan, be identified by Hockey Alberta's Management, and/ or be established by the committee through an annual planning meeting. All goals and objectives will be aligned with Hockey Alberta's Vision, Mission and Strategic Direction. Specific, annual duties of the committee are:

- Promote a culture of equity, diversity and inclusion while balancing the spirit of the game.
- Review current environmental and societal trends and their possible relationship to amateur hockey, and advise on potential solutions and next steps to help mitigate or support the trends.
- Identify best practices to ensure the experience within hockey is equitable, inclusive, safe and fun.
- Review, understand and highlight the experiences of players related to inclusion including factors that contribute to negative experience, prejudices, and feelings of exclusion (i.e.; discrimination, racism, harassment, bullying etc.).
- Establish an implementation plan to educate and inform associations, teams, coaches and parents about concepts, processes and best practices related to equity, diversity and inclusion.

DECISION MAKING / AUTHORITY

The committee is granted the authority to make decisions pertaining to day-to-day operations, in accordance with this Terms of Reference. Any formal decisions must be made via an official letter signed by Hockey Alberta's Management.

Determining recommendations for change must be done through proper process and consultation of key stakeholders. Prior to submitting any recommendations, the committee must have engaged Members and/or relevant stakeholders. The committee will either reach consensus or hold a vote of the members in attendance on each subject at hand. Confirmed committee recommendations must be submitted to Hockey Alberta's Management for review and approval.

REPORTING

The committee operates under the authority of the President and CEO, and shall report in such a manner. Formal meetings will have notes kept and those notes will be submitted to Hockey Alberta's Management for reporting.



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MEETING SCHEDULE

Meetings will be conducted in various forums, as deemed necessary. Any meeting may be conducted via video conference or in-person. The Staff Lead or Chair will call meetings a minimum of four (4) times per year.

COMPOSITION

A Staff Member will be appointed by Hockey Alberta's Management to lead the committee. All committee members will be appointed by Hockey Alberta's Management, aligning terms with each hockey season. The Chair shall be appointed for two (2) year terms and all other committee members for one (1) year terms. An individual may only serve as the Chair of the committee for a maximum of six (6) years. An individual may only serve as part of the committee (other than Staff) for a maximum of ten (10) years.

The committee shall consist of the following positions:

- Chair
- A maximum of eight (8) delegates with the following expertise and/ or background:
 - Ethnic Minority
 - Indigenous Community
 - LGBTQIA2S+
 - Disability
 - Marginalized Groups
 - Knowledge and/or experience in the areas of Equity, Diversity, and Inclusion

Additional Staff representatives may be appointed, in an ex-officio capacity, from time to time by Hockey Alberta's Management.