

**United States Bankruptcy Court
Southern District of Florida
Diversity, Equity, and Inclusion Committee
Minutes of Meeting Held on September 1, 2022 (via Zoom)**

Members Present

Hon. Erik P. Kimball (co-chair)
Bernice Lee (co-chair)
Michael Bakst
Maite Diaz
Amy Carrington
Monique Hayes
Linda Leali
James Moon
Dana Quick
Carlos Sardi
Nadine White-Boyd

Members Not Present

Hon. Laurel M. Isicoff, Chief Judge

1. Welcome

Ms. Lee chaired the meeting and called the meeting to order at 11:01 a.m.

2. Roll Call

A quorum was present with 11 members in attendance.

3. Opening Remarks and Introductions

Judge Kimball opened the inaugural meeting of the Committee by welcoming the members. Judge Kimball stated that the Bankruptcy Court had been considering formation of the Committee for some time. When the formation of the Committee was announced, there was tremendous interest from the local bar in participating. Judge Kimball expressed that the work of the Committee should be directed primarily by members of the bar. Judge Kimball stated that the work of the Committee may be undertaken by subcommittees.

The members of the Committee then introduced themselves.

4. Bylaws

Proposed bylaws were distributed prior to the meeting and comments were circulated prior to the meeting. The Committee unanimously determined to incorporate all previously circulated

comments. After discussion, it was determined to add an “Oxford comma” to the name of the Committee.

Approval of the bylaws as circulated and amended was moved (Moon) and seconded (Quick). The motion passed unanimously by show of hands.

5. Additional Officers

A proposed slate of additional officers was circulated prior to the meeting, in which Ms. Lee nominated Ms. Hayes as Vice Chair and Ms. Quick as Secretary. Ms. Lee opened the floor to additional nominations; none were made.

Approval of the slate of additional officers was moved (Moon) and seconded (Carrington). The motion passed by show of hands, with Ms. Hayes abstaining.

6. Meeting Dates

Ms. Lee proposed a standing monthly meeting date. After discussion regarding time and date, the Committee agreed to a standing meeting on the first Friday of each month from 12:00 p.m. to 1:00 p.m., subject to modification as needed.

7. New Business

Ms. Hayes suggested that since this was a new committee, and there was significant interest among members of the bar in participating, that the Committee should survey practitioners and debtors to determine what needs may exist. The Committee discussed the format of a potential survey, the timing of such a survey, and how to disseminate information about a survey to practitioners and their clients. Ms. Lee suggested that additional thought should be given to the kinds of questions the Committee might want to ask of practitioners and debtors. Ms. Hayes agreed to formulate sample questions for consideration at the next meeting.

Mr. Sardi suggested that the Committee should review the accessibility of the Court’s webpage and other materials to be inclusive of languages commonly used by debtors in the District, especially to assist *pro se* debtors. Ms. Carrington addressed challenges involving non-English speaking debtors in chapter 13 cases. Mr. Sardi addressed the limitations of informal translation tools. Mr. Sardi and Ms. Diaz agreed to review the information available to debtors and the languages in which they are currently available.

Mr. Moon suggested that the Committee should help organize an implicit bias training or informational session. The Committee discussed how this could be accomplished.

8. Adjourn

The meeting concluded at 12:03 p.m.

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