A group of twelve volunteers from the Biotech Industry and academia were tasked to identify barriers that limit female representation in scientific conferences and in leadership positions in professional settings. Volunteers focused on barriers that limit female representation because research shows that there are business benefits, team intelligence benefits, and scientific research benefits to having between 30% and 60% female representation. The barriers identified by the twelve volunteers were used as input to the Diversity workshop sponsored by BIOT and held during the 2019 ACS Conference in Orlando, Florida. During the workshop, seventy-three participants worked together to find solutions to said barriers. An analysis of all input collected is beyond the scope of this report but all input collected is provided in an appendix. This report summarizes the top solutions gathered during the meeting and categorizes them with respect to the impact and effort required for implementation. Most of the solutions that require relatively low effort and provide high impact revolve around inclusion trainings for leaders and leadership opportunities for females and diverse groups of people. Before solutions are implemented, it is recommended that data be collected to establish a baseline and the solutions be executed with the goal of tracking progress. It is equally important to communicate intent, share results, and demonstrate progress to all stakeholders.