***Present:*** Hope Hasberry Cheryl Latif Teresa Murphy

Sabrina Johnson James Su Dave Rowell

Pete Hill Mary Dunbar Pat Taylor

Delyne Kirkham Jason Wright Kim Montgomery

Shari Mutchler

The meeting was called to order at 2:30 pm Eastern Time, led by Council Chair Dave Rowell. Thanks to all who were able to attend! The following agenda items were discussed:

***Diversity Council Business:***

1. New **Diversity Facebook Page**:
   * Dave reported that from Greg Romano there are reasons a new public and official NWS Diversity page should not be created – chief among them DOC requirements. However there are several other avenues we are welcome to avail ourselves of in promoting diversity activities and issues (The NWS Facebook pages, NWS Insider, …)
   * The Council did have the option of supporting the efforts in creating an unofficial private page for diversity issues; the page would be set up similar to NWS Women in Science and the NWS LGBT pages with members added upon request.
   * With Council endorsement (which was given during this meeting) Delyne, Earl Breon and Jason are leading the effort to set up the page. A prototype is already ready. Delyne asked council members to join the page to test drive it.
2. Dave raised the issue of the **Diversity Focal Point listing** being often incomplete/inaccurate.
   * It was suggested by Pete that a quarterly action can be taken to verify the list.
   * Delyne also suggested that the MICs can be asked/instructed to be proactive in notifying EODMD when a Focal Point changed so that the mail-list can be up-to-date in real time. Pete Agreed also, and indicated he could see to it that that reporting happens. [Action item Pete to get mechanisms in place]
   * Dave also will send reminders periodically out with other Focal Point correspondence.
3. Mary reported on the state of **field office posting of EEO, Bullying, and Federal Viewpoint Survey** information.
   * + The FVS flyer was sent to all Focal Points for posting
     + There is a slight delay (editing and money issues) with the contractor in getting out new (anti)bullying posters to all field offices. The new delivery date will be 2-6 weeks.
     + All field offices were also asked to verify they had EEO complaint process / reporting guidelines posted. A temporary flyer was included in the email for those offices without the required poster.

1. **NWS Diversity Conference** reported by Dave and Pete
   * The conference is still a go to occur Oct 19 & 20 at NWSTC in Kansas City
     + Pete is working with the Mission Delivery Council to ensure the funding is provided timely. Pete will meet soon with MDC and should have all answers by May 16.
     + The MDC may also have a say in audience; however it is Pete’s intent that both managers and Focal Points can be included, though not necessarily in 2016/Fy17. Pete is pushing, and encouraged, that there be a Conference/Workshop every year. The first year would likely (though not definite at this time) target managers (MICs/HICs…) due to mandatory training requirements. Jason asked who would be substituted if a manager determined it they could not attend or it was not appropriate for them to attend – Pete indicated that in that case it could feasibly be a Focal Point taking the manager’s slot.
     + Dave encouraged all Council members to enthusiastically support this conference and to spread the word once final approval is given by MDC
2. **Training Team** – as reported by Cheryl:
   * + The team is meeting routinely and progressing
     + The team has been separated into two groups:
       - A promotions group for marketing of courses
       - A organization group to organize the curriculum and training paths within the LMS
         1. This group is having to look at new course to replace 2-4 old course that are no longer available (one of which was Emotional Intelligence).
         2. Mary indicated that DOC was offering Emotional Intelligence Training and that too could be part of the curriculum.
         3. Pete asked if Unconscious Bias was one of the courses included in the Team’s recommendation. The answer was ‘no’ but that that topic would be good and would be looked into. [Action Training team]
3. Pete reported on an initiative to create a new **Toolkit** with resources on such as recruiting and hiring (e.g. where and how to do recruiting outreach…).
   * + The council was asked to consider what other topics might be included, and identify resource information such as recruiting event info. [Action item].
4. Dave noted he was unaware of any Diversity Ambassador activity.
5. Dave reported on activities by the Gender Mainstreaming Working Group. The team:
   * + Is Assisting in the planning, and participating in the delivery, of key pieces, of the conference.
     + Has Submitted digital Gender Mainstreaming articles for NWS Aware, and NOAA Social Science magazine.
     + Will assist with the new Toolkit – in areas of gender concerns – again recruiting, hiring, …
     + Continues to support WMO. For one providing guidance and possible contributions to the WMO Women’s leadership conference Dec. 2016
     + Working with EODMD (Hope) to create a webpage for NWS Women like the Women at NASA page. The page will be linked off the faces of NWS page which includes employees from the broad spectrum of diversity.
       - Dave has posted to NWS Women in Science a query for stories and profiles.
       - Council members are also encouraged to identify NWS female employees to highlight. [Action item]
       - Some profiles will be taken from the Faces of NWS page.
       - Assistance is also being sought from Howard University and the Cap Com program.
6. Dave asked about activities and roles of: **(NOAA) Diversity Tiger team, NWS Quality of Work-life Team, and NWS Shift Work team**.
   * There was not much to be reported as all teams were effectively dormant, at least to the knowledge of any Council member.
   * Dave indicated it would be highly beneficial to get all such groups to communicate and coordinate with each.

Regional and HQ reporting:

**WRH: DAC** - Delyne reported Western Region is reinstating its Diversity Action Committee. The effort will be led by Todd Hall and Aaron Sorenson. They have a planning session scheduled for next Monday. Again Dave encouraged cooperation between all diversity entities.

**CRH**: Hope noted that the Riverton WFO was hosting a **women in science workshop**

**HQ**: Hope noted next Thursday is **Take Your Child to Work Day**

**HQ:** Pete noted he is putting together a **webinar calendar** and wanted all council members to consider planning on presenting one. Dave added that Ambassadors especially should consider doing something in their area of focus.

**HQ:** Pete noted that while there are well-known special emphasis months/celebrations that they are many **other groups (Irish Americans for example) with calendar associations** that should also be considered. While they may not be officially recognized that does not mean they cannot be celebrated.

**Council Chair:** Dave mentioned Laura has planned a **webinar on Women and Leadership** that was originally scheduled for this month however the **OWA brief** was given precedence and the leadership webinar is being rescheduled for next month. Dave encouraged all Council members to attend both events.

No further activity was reported or discussed.

Next meeting is scheduled for May 18th at *2:30 pm EDT, 1:30 pm CDT, 12:30 pm MDT, 11:30 am PDT, 10:30 am AKDT, 08:30 am HADT*

Meeting adjourned