

NWS Diversity Management Council Meeting
2:30 p.m. ET, Wednesday, Aug 17, 2016 Minutes

Present:	Delyne Kirkham	Jason Wright	Catherine Kenney
	Sabrina Johnson	Marsha green	Margi Garner
	Dave Rowell	Kim Montgomery	Hope Hasberry
	Shari Mutchler	Pat Taylor	Mary Dunbar
	Vankita Brown	James Su	Mirta Jackson

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) Focal Point Listing.

- Delyne indicated that she would send out the Focal Point spreadsheet (again) for all Council members/regional focal points to verify and complete the information. Dave and Delyne noted how important a complete list was in ascertaining flow of information and active diversity efforts in the field office. Delyne thanked everyone for their assistance thus far.

2) Newsletter.

- Dave reminded the Council that the Diversity Matters Newsletter would now be incorporated into NWS Insider with content both from/through the Council and from EODMD.
- Hope stated the deadline for articles for the next iteration would be Sept. 2
- Dave suggested an article be written about good hiring practices – specifically the idea that hiring panels can/should be diverse and not always constituted of the same people.

3) Shift Work Team:

- As it is Dave's and Delyne's desire to network and coordinate with as many NWS diversity groups as is possible, Dave reported that he had reached out to Donna Franklin who is leading the Shift Work team. Donna responded and indicated Jason and Hope could act as liaisons to the Council
- Jason thus reported on activities of the Shift Work team:
 - The Team is creating an internal shift work survey to be finalized in the next couple of weeks.
 - An all-hands email should also come out from Laura with information about the team and it's activities.
 - A working draft plan for the team will be drafted by Nov. and finalized around Dec.
 - It is hoped that the teams documents will be made available via Google
 - The team will also present findings at the annual AMS meeting

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4) **(Mental) Health website.** -

- Jason reported on his impassioned efforts to create a Mental Health Website:
 - Draft site Version 1.0 is nearly ready for review (review by council members will be solicited)
 - The site is comprehensive health beyond mental health – comprehensive health issues of/for employees.
 - It is hoped the site will be approved by Pete and subsequently linked off EODMD's website.
 - The site will also be discussed at the NWSEO convention and AMS annual conference
 - Jason is open to all feedback and ideas for the site
- Sabrina offered her assistance to this effort.

5) **Focal Point presentations**

- Dave noted that the mental health website and the mental health topic would be great topics for focal point brown bag presentations.
- Dave indicated the importance of the Council in assisting the focal points in identifying and delivering diversity content for local field offices.
- Hope added that the OWA, Shift Work, et al are of importance for the Focal Points to be kept apprised of so that they can engage the topics with local staff.

6) Dave reported on activities by the **Gender Mainstreaming Working Group.**

- Dave noted that members of the GMWG have been and will be invited to participate in Council Conference calls, again in keeping with the intent to better network and coordinate activities among various diversity entities. (Dr. Vankita Brown is participating in today's call)
- The team:
 - Is slated to present Gender mainstreaming at the D&I Conference; and is presently working out the format of its presentation.
 - Has submitted an abstract for a presentation at the annual AMS conference in Jan (An International Partnership in Creating Gender Sensitive Services).
 - Continues to support the efforts of the planned WMO Women's Leadership Workshop in Rome in Dec. Dave will co-facilitate the workshop.
 - The team is also reaching out to FEMA and other agency partners to spread the word about gender mainstreaming principles and application.
 - A GMWG activity/goals listing has been put together by Hope of which the team will prioritize and identify items of focus

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- 7) Dave initiated a discussion on the status of the NOAA D&I conference.
- It was noted the conference dates are set for Oct 26 & 26 in Silver Springs with the conference expanded to 1 ½ days.
 - Hope informed the Council that speakers will include Dr. Sullivan, Vice Adm Brown, and well known diversity speaker Bruce Stewart
 - Day 1 will principally be talks and presentations with day 2 focusing on discussions on application.
 - The target audience is executives and managers and those steeped in diversity efforts such as Council members.
 - An announcement should be forthcoming from Laura very soon
 - There is no group travel budget and thus local or regional offices will pay for travel of their own attendees.
- 8) **Diversity Ambassadors** – *nothing to report.*

HQ and region Reporting:

- 9) **ERH, CRH, SRH**, – *nothing else to report.*
- 10) **WRH**: Delyne reported that efforts to reboot the WR DAC are progressing very well.
- 11) **National centers** – Catherine Kenney reported that they are sending one person to the BIG (Blacks in Government) conference in Atlantic City.
- 12) **HQ**:
- Sabrina reported for Pete that during September he will be leading brown bag webinars for both PRH and national all-hands on the topic of civility in offices “From Road Rage to Desk Rage”
 - Sabrina also reported that she is a member of the DOC Veterans group. The group ...
 - Is intended to be advocates for both veterans and veteran family members within DOC
 - Is working out a charter and establishing team members
 - Is creating a website with resources, benefits, links, ...

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- Mary D. reported that she is coordinating required EEO and Title VII training for new hires.
 - More webinars will be forthcoming; letters to new employees come from Laura
 - She is working with WFMO and hopes to coordinate with CLO office.
 - She also indicated Pete's interest in coordinating new hire training with NWSTC, and is requesting the course syllabus of the NWSTC new hire course to that end. Dave said he would pass along the request to Jeff Zeltwanger NWSTC Leadership Academy.

- Hope reported that there is a new Pathways Coordinator at NOAA – Christopher Baron. It was noted that it is imperative that all Pathway participant paperwork is up-to-date.

No further activity was reported or discussed.

Next meeting is scheduled for Sep 21th 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, 07:30 am SST*

Meeting adjourned