

NWS Diversity Management Council Meeting  
2:30 p.m. ET, Wednesday, Dec 20, 2017 Minutes

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:

Cheryl Latif  
Dave Rowell  
Earl Breon  
David Cook  
Mirta Jackson

Mary Dunbar  
James Su  
Shari Mutchler  
Carolina Walburn

Delyne Kirkham  
Jennifer Kitsmiller  
Jason Wright  
Steven Golston

The following agenda items were discussed:

***Diversity Council Business:***

- 1) **Request for Diversity Council tenure and charter info:** Dave reported that he sent out a request to all Council members asking for information about their tenure. This as a request of Mary Erickson through EODMD. Dave indicated that Mary interest was purely to get a better handle on the operations of the Council to better support the Council going forward. [FYI Subsequent to the meeting Dave and Delyne received an email from Mary reiterating that her interest was only to gather info to better assist the Council. Mary offered her gratitude to the Council for it's work and offered to attend future calls as needed. Dave likewise thanked her for her invaluable support of the Council]. In conjunction with this Dave is making an effort to ensure all offices are appropriately represented and that the Diversity Council website and the mailing list are current. [Action item – **all Council members:** please verify the information on the website - [https://www.weather.gov/eo-diversity/div\\_council](https://www.weather.gov/eo-diversity/div_council), and report your tenure in an email to Dave and Delyne]
- 2) **“banned words”:** Some Council members had expressed concern over stories that indicated that at the CDC certain words were ‘banned’ from use, many of which are D&I related. Dave noted that his understanding was that there were no words officially banned by the executive branch, but rather it appeared that persons within CDC leadership advised staff not to use certain words (e.g. transgender) to better the odds of budget items getting approval. It is understood that this council does not condone the idea of banning words simply because certain persons may deem them contentious or controversial, rather D&I principles advocate for open use of appropriate language. The question was asked about how to handle queries from the field. Dave advised that no policies have changed and no words have been banned in the NWS. Any policy or position changes would be provided to the Council by EODMD, and made available to the field.
- 3) **Anti-harassment campaign:** Dave reported that EODMD will be launching an anti-harassment campaign with support of the Council. Dave and Delyne have had discussions with Hope who is leading the charge, and Pete and other members of EODMD about activities. Others are likewise getting involved (Earl, GFWG, ... ) with input and support. The campaign will take place over a time

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span of a few months starting at the beginning of the calendar year. It will include Podcasts, webinars, website and Facebook postings, a gender champions programs, etc... and broadens out to a gender issues awareness effort. To begin with Podcasts and statements by executive leadership will appear soon. Delyne noted that 1) gender is not just about women – it includes men also – everyone among our workforce 2) these activities can/do transcend gender to other groups as well.

***Affinity Groups, Panels, Team - Reporting:***

- 4) **Women's Panel/Barrier Analysis Team:** Mary Dunbar reported for Pete that there is no update at this time and Pete will fully brief the Council at the next meeting. Delyne added that the team has been and is working barriers related to hiring practices. One of the things needed to do that is current vacancy announcements and templates from which the team might identify language that in some way may impede the hiring of more women. The team is standing-by to get the info that Pete indicated he will provide, along with further guidance from EODMD.
  
- 5) **Training team:** As reported by Cheryl ... The team has created a list (spreadsheet) of relevant course titles of which they have now categorized. And the next step is to divide and conquer the process of reviewing all the identified courses.
  
- 6) **GFWG:** Dave reported that the team is awaiting word on a new revision of the team's charter which is now being reviewed by executive leadership. Mary E. and Pete did request and receive input from the team concerning the composition of the new charter.
  
- 7) **Council Social Media Team:** Earl reported that :
  - There has been a lot of activity and discussion on the Facebook pages especially concerning the CDC 'banned' words.
  - Earl again asked all Council members to feed him any ideas they may have for stories etc... that can be posted in any of the social media outlets, including videos, ... ; and Earl especially indicated he would like suggestions on good Ted Talks that can be recommended via our social media outlets. [Action item – all Council members: please consider what Ted Talks might be suggested]
  - Dave noted that related to discussion forums he had been working with Hope and Earl to identify a medium to use as a forum of anonymous dialog on D&I topics. Dave noted credit was due to Vankita Brown who raised the idea initially with the GFWG. Such forums are often called 'circles' (e.g. Lean-In Circles) whereby women (and men) have a safe place for live and open dialog together. Earl noted that mediums to host such were being looked at.

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- While Earl had the floor he also noted that there will be additional unconscious bias training webinar conducted to a targeted audience of hiring officials beginning in January. Earl, Pete and Dave are coordinating this effort.

**8) Ambassador:**

- Jason noted that there is a Podcast planned to highlight the Diversity Ambassadors program. And Jason encouraged all Ambassadors to participate in that Podcast. It was suggested that the initial Podcast be generalized about the overall Ambassador program, with subsequent Podcast being individualized to the specialized emphasis areas. Earl concurred with this approach. Please add at end of first bullet: Jason will be sending out an email in early January 2018 to all Ambassadors in solicit their participation in that Podcast.
- Delyne pointed out that often times white men feel that are not part of D&I, not a group that is of concern since they are not a protected class; this is untrue of course, diversity applies to all and all NWS employees have rights. It was suggested that this be a topic of another Podcast.

***Region and HQ Reporting:***

9) **ERH:** Cheryl – Nothing to report

10) **SRH:** – Nothing to report

11) **CRH:** Multiple offices are busy with various outreach activities. Rapid City for example is working closely with the Lakota Nation on informational activities.

12) **WRH:** Jennifer Kitsmiller indicated

- She is the new Chair of the WRDAC and several new Diversity Diplomats have come onboard.
- The latest recorded video from WRDAC included holiday traditions and messages from various DAC members. Next up is a video that will include how the New Year is celebrated around the world.
- Delyne added that the Elko office has also been working with Native American groups around information concerning climate change

13) **ARRH** – Mirta Jackson

- In Oct the region hosted a Hispanic heritage month celebration
- The region had a very successful Toys for Tots campaign.
- They will also have a holiday Potluck
- The region are scheduling a military facilitator (DOC approved) to conduct sexual harassment training.

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14) **PRH** – No report

15) **NCEP, National Offices and HQ offices:**

- In speaking for NCEP(AWC) Shari noted that she participated in the NWSTC New Hire benefits fair in sharing information to the students about the NWS Diversity program. It was noted that it would be of benefit to have handouts to provide to the new hire students with prepared information about various aspects of NWS D&I. Dave stated that he had asked EODMD for such in the past. Mary Dunbar responded to send the request again to Pete with a cc to her. [Note: Dave did so after the meeting concluded. Pete indicated that it is budget issue at present and to work with Mary once a new budget is set. **Action Item Dave and Mary D.**]
- AFSSO/COO (as emailed in by Wendy): AFSSO/COO Diversity team held contractor-led training on neuroscience basis of D&I. Members of AFSSO/COO diversity team attended, as well as some AFSSO and COO managers, and Pete Hill and Sabrina from EODMD.

16) **EODMD** – as reported by Mary D. :

- Some field posters and such have been taken down or are otherwise missing in some field offices. If anyone needs posters, or brochures etc... contact Mary D.
- There was a brown bag lunch held this month that included Mary E., EODMD staff, and other members of executive leadership and attendees of the D&I summit. The brown bag discussed take-aways from the Diversity and Inclusion Summit. The session was very well received and included some actionable outcomes (e.g. Podcasts etc...). These brown bags will be repeated. New hires and hiring official are of special interest as topics. Mary D. encouraged attendance.
- In regard to the last item, Dave noted the D&I summit had great feedback across the board, and the brown bags as follow-ups were a tremendous idea; however folks outside of Silver Spring cannot attend and thus it is, or appears to be, HQ exclusive rather than entirely inclusive of all. Dave advocated to find ways to get more folks involved beyond SSMC.
- Mary D. also reported that Reasonable Accommodation and Unconscious Bias are topics of additional upcoming Podcasts.
- Finally Mary wanted to thank Earl and point out the great many things Earl has done in working with EODMD and in support of the NWS D&I program. The Council agrees that this recognition is due for Earl's efforts of which there are many.

17) **NWSEO** – Jason indicated that some news about the NWSEO Diversity Program will be coming in the following months including coordination efforts with this council.

No further activity was reported or discussed.

The next call is scheduled for Jan 17.

Meeting adjourned