***Present:*** Ursula Jones Hope Hasberry

 Marie Hoffpauer Sabrina Johnson

 Cheryl Latif Diane McArthur

 Shari Mutchler Ed Shimon

 Peggy Stogsdill Pat Taylor

The meeting was called to order at 2:30 pm Eastern Time, led by Ursula Jones. The following agenda items were discussed:

***Diversity Council Business:***

**Theme Poster Contest –** Hope reported that thecontest ended January 7 and that she received six submissions. The winning poster will have one minor change to it before moving forward. The next step is to announce the winner and submit an article to NWSNews. There will be a few posters printed that the AA and DAA will sign. Hope would like to share all of the submissions on the OEODM site and plans to send out an all-hands soon.

**Focal Point Certification/Diversity Facilitation & Activity Guide team team –** Pat reported that she put together some bullets for comments/suggestions that she emailed to the team. They haven’t been able to meet due to scheduling conflicts, but plan on working together via email.

**Diversity Ambassadors –** Dave asked the ambassadors to provide more information about their background, focus area, and what they have to offer as a diversity resource. He is consolidating that additional information
from each and will provide it to Hope soon. Once that’s done, the Ambassadors can be 'advertised' on the web, etc.

**Toolbox webpage design –** Dave sent all council members his suggestion for a new menu oriented layout. If any council member has other suggestions let him know ASAP or otherwise he will get these to Loly so she can do the redesign. The new menu format will allow us to more easily add new content and thus enhance our offerings.

**Training Team –** the team met January 10 to discuss the course "Effective Intergender Relationships" due to comments posted about the class and to decide whether we should keep the course. After a lengthy discussion, the team decided to keep the course. Also, the team agreed to take the course and provide comments on the course to have more of a variety of reviews.

The team also discussed course changes that SkillSoft is making. A number of the courses were going to be split into three or more courses, making the total number of courses go from 13 to 38. One of the team members plans to look into these course splits further and report to the team.

One suggestion made was that employees seeking the diversity certification could select any 20 different courses (from the diversity curriculum) and then receive a certificate. Another suggestion was that an employee could take all of the courses and receive an expert level certificate.

Ursula, the current team leader, is asking for a volunteer or volunteers to take over as the team leader because she is no longer able to due to other job responsibilities.

***Roundtable:***

**Regional Reports –**

Marie mentioned that Dave emailed a draft agenda for the Kansas City Diversity Workshop to be held May 7 and 8. The first day will be several sessions and the second day will be breakout sessions. Hope will be attending and presenting.

Marie mentioned that Tony Merriman has been assisting her with diversity issues and he has been doing a fantastic job. He tapped into the region’s SharePoint and has made vast improvements in the short time he has been working with it.

Marie also mentioned that they plan on holding a Martin Luther King celebration this Friday by showing a History Channel DVD.

Hope mentioned that an announcement had been sent out about the upcoming diversity training and that Overview of the Vocational Rehabilitation and Employment Process was held yesterday. On January 29 Religious Discrimination, Reasonable Accommodation for Religious Beliefs and Religious Practices in the Workplace will be held and on February 26 The EEO Complaint Process will be held. Some other subjects that she is considering for future webinars on are:

* Practicing civility in the workplace
* Government-wide mentoring program
* Workplace sensitivity
* Preventing sexual harassment
* Reasonable accommodation

Hope also shared that they held their Martin Luther King program, a video documentary, today. The program will be shown again on January 23 for employees who couldn’t attend today. She also plans to show “I have a dream” speech on January 31.

Hope has also begun setting up Women’s History month (March) activities very similar to last year’s. She is asking people from different cultures to have a table setup sharing their cultural heritage by possibly having food, clothing items, posters, answering questions, and more.

Hope encouraged everyone to participate in the Health and Wellness Service Fee Reimbursement Program. The program can provide a maximum reimbursement of $300/year for health membership fees.

Next meeting scheduled for February 20, 2013 at 2:30 pm ET.