

**NWS Diversity Council Meeting
Minutes**

June 24, 2009

Attendees:

Charly Wells	Sabrina Cook	Hope Hasberry
Patricia Taylor	James Su	David Murray
January Braxton	JoAnne Swanson	Carol Mearns
Todd Hall	Michelle Swinton	Erik Pytlak
Gena Morrison	Franda Davis	Debra Blondin
Amy Ladele		

Minutes:

I. Call to Order

The meeting was called to order at 2:05 p.m. (eastern) by Gena Morrison: Elaine Wilbur was absent due to a family emergency.

Update on NOAA's Work Life Center – Silver Spring Complex

Mary Ann Taylor was present during the meeting to discuss the Work Life Center's services and resources available to all NOAA employees, such as; elder care and child care information, transition services, mediation group services, lactation rooms for nursing moms, massage chairs, knitting groups just to name a few. Brochures were available as handouts, and employees outside of the Silver Spring complex can call (301) 713-9456 for information on how to obtain any of these services. DVD's are also available for use.

II Marketing Team Status:

All EEO Managers and Diversity Focal Points should have received the email soliciting volunteers to serve on one the Marketing Team Committees. Interested individuals should contact Elaine Wilbur and Gena Morrison. Charly reported that the DAA liked and approved the proposal to move forward with the marketing plans. Charly also stated that Byron Kunisawa will present a strategic marketing plan to the managers and Corporate Board members. Plans are underway to meet during the next Corporate Board meeting.

III Articles for OEODM's News Letter:

Sabrina Cook thanked everyone for submitting articles highlighting activities that have taken place in their offices. Sabrina asked to please have articles for submission in to her or Amy Ladele by the 15th of each month and to have all technical information verified and your articles edited.

IV Domestic Partner Update:

Erik Pytlak/Western Region reported on the latest update from the President including: Long Term Care, PCS – Benefits have not been resolved as of yet; Health benefits will not be available to same sex couples, How is the government defining “Domestic Partnership and Common Law Partners.” Erik will continue providing information as he receives it.

Round Table Discussion:

James Su reported that the Asian community was in the process of brainstorming to put together a marketing team. The committee would explore other agencies to see how they are running their Asian programs.

Joanne Swanson reported that the Vacancy Recruitment Team was scheduled to meet on June 26' 2009 to discuss Bargaining Unit GS-13/14 positions. Information from that meeting will be provided at the next DCM meeting.

Charly Wells, Jim Su, and Amy Ladele are scheduled to attend the Asian American Government Executives Network Conference in Crystal City on June 25th.

Notes
NWS Diversity Council Call
May 27, 2009 – 2:00 EDT

Members Present:

Sabrina Cook	Catherine Kenny
Connie Smith	Gena Morrison
Jose Garcia	David Murray
Brian Saddler	Joanne Swanson
Debra Blondin	James Su
January Braxton	Cheryl Latif
Ursula Jones	

Meeting Minutes:

The meeting was called to order at 2:00 p.m. (Eastern Time) by Gena Morrison.

Gena noted that Charly and Hope were attending an orientation for the Hollings Scholarship program and was not available. Elaine Wilbur was unable to attend.

The Marketing Team did not have much to report on. Steve Kuhl stated that they do not have any new information regarding the approval of the Marketing Team. Steve said that once the plan is approved by Vickie, the team can move forward to recruit assistance with the team's goals.

There were no comments from the group about the NWS EEO/Diversity Summit.

Sabrina discussed the Action Items and Evaluation Questions which Pat Taylor had sent out via email on May 26, 2009, and to send comments to her regarding action items from the Summit.

Round Table Discussion:

- **Articles and photos for OEODM's quarterly news letter should be submitted to Sabrina Cook no later than June 19th. Please have all information verified and edited to the best of your ability before submitting. Sabrina also requested that a brief write-up on the summer students be submitted.**
- **Catherine Kenney reported that they had seven attendees at the Summit and they all thought it went well. Catherine also reported that NCEP held a bake sale to raise money for breast cancer awareness. Information on this event will be featured in the next OEODM news publication.**

- Cheryl Latif is looking for new ideas for Diversity training in the Eastern Region, and has requested suggestions and ideas as how to put this together.
- January Braxton reported on the successful Diversity Awareness program given by OHD. A DVD was shown during the program to illustrate the diversity within the office of OHD. The DVD will be made available on OEODM's website for viewing at a later date.

Joanne Swanson suggested that everyone celebrate the diversity being displayed in NOAA. She also mentioned the Vacancy Improvement Team, and will provide more information at the next Diversity Council Meeting.

MINUTES

NWS Diversity Management Council Meeting

February 25, 2009

2-3 PM EDT

Roll Call

Elaine Wilbur	Paul Trotter
Sabrina Cook	Carolyn Mearns
James Su	Catherine Kenney
Cheryl Latif	Hope Hasberry
Gena Morrison	Carolyn Willis
Debbie Blondin	Joanne Swanson
Jose Garcia	Todd Hall
Michelle Swinton	Donna Franklin
Ella Lichtenberg	Avee Evans

General News & Updates:

NWS Marketing Team: Since the last Diversity Council meeting, there has been no additional information or changes on the marketing team. Elaine and Gena wanted to wait to receive further information and guidance from Charly when he returned from leave.

EEO/Diversity Management Summit: Hope reported on the summit as being held at the Crown Plaza Resort - Atlanta Perimeter in Atlanta, GA from April 27-30, 2009. Travel dates are Monday April 27th and April 30th after 12:00 noon. Registration instructions and final agenda information will be provided as soon as they are finalized. Each office is responsible for travel expenses, and shuttle service will be provided from the airport to the hotel.

Celebrate NOAA Posters: Elaine provided the attached posters in celebration of NOAA celebrating Women's History Month. Elaine provided information from Gina Tillis-Nash from the RFC in the SR. Ms. Nash developed the slides using women who worked for NOAA. Elaine suggested that it would be a good idea to disseminate to offices highlighting diversity with a NOAA flavor, and possibly to support the Marketing Team.

Round Table Discussion:

Ella Lichtenberg reported that the Human Capital Plan will provide a road map to design a framework of human capital policies, programs, and practices to support the NOAA Strategic Plan. Within the dynamic environment of the Telecommunication Operations Center (TOC), employees work is rapidly changing demographics, technology, and associated skill sets. Ella continued with traditional career fields are being replaced with the need of new skill sets to enhance the use of information technology. Ella said that this was a very exciting time as progress was being made. The workforce has many career development and job opportunities in the area of technical expertise, project management, supervision, and leadership. The framework will identify the foundation for continued professional development for generations of employees to come. The result will be a Human Capital Plan "technique" that any organization can duplicate.

Reminders: Please submit agenda items that you would like to discuss during future meetings to Charly, Elaine or Gena.

Nominations for outstanding EEO and Diversity Management awards should be submitted as soon as possible to Charly as final preparations are made for the summit.

MINUTES

NWS Diversity Management Council Meeting

January 28, 2009
2-3 PM EDT

Roll Call

Charly Wells	Donna Franklin
Sabrina Cook	Carolyn Mearns
James Su	Catherine Kenney
Patricia Taylor	Cheryl Latif
Hope Hasberry	Gina Morrison
Carolyn Willis	Debbie Blondin
Joanne Swanson	Andrea Bleistein
Jose Garcia	Todd Hall
Michelle Swinton	

General News & Updates:

NWS Marketing Team Gina reported that the committee will implement a plan for production for the marketing team. The committee will meet with Byron Kunasawa for guidance on building a stronger Marketing Team. More information will be provided as it becomes available.

EEO/Diversity Management Summit: Charly reported that plans are in the final stages for the summit. Hope is in the process of making final arrangements for the hotel as well as developing online registration. Additional information will be provided as it becomes available. (Weekly summit meetings are held each Wednesday at 1:00 pm) Please feel free to sit in on these meetings via teleconference.

Mentoring Status: Charly stated that at this time the Mentoring program will not take place due to comments and concerns received from the Regional Directors. Charly said that it was suggested that the program go through the WHCC for further review. Charly also said that the possibility of hosting a headquarters mentoring program is being considered.

Round Table Discussion:

Todd Hall is in the process of developing a training module for Diversity Management and will provide additional information as it progresses.

Catherine Kenny reported that NCEP used the NWS's Strategic Plan for Diversity management as a guide for the other centers in creating their own strategic plans.

Debra Blondin reported that the Central Region leadership program LEAD (Leadership Excellence and Development), is going through the selection process for its second class. The LEAD program incorporated both diversity management and EEO training within the week-long workshop.

General comments from committee members were that everyone is excited about attending and participating in the summit.

Reminder: As Charly mentioned previously, please submit names of alternates to attend the meetings when you are unable to. This will help keep committee members as well as senior management informed of the committee's activities and progress.