

NWS Diversity Management Council Meeting  
2:30 p.m. ET, Friday, Mar 23, 2018 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:

Mary Dunbar  
Dave Rowell  
Jason Wright  
Shari Mutchler  
Patrica Taylor

Kati McNeil  
Mirta Jackson  
Sabrina Johnson  
Ian Morrison  
Jennifer Kitsmiller

Wendy Lavine  
David Cook  
James Su  
Jenifer Prieto

The following agenda items were discussed:

***Diversity Council Business:***

- 1) **Women's History Month/Anti-harassment campaign:** Dave expressed appreciation to Hope, Sabrina, Earl, Pete and the rest of the EODMD staff for great work on the campaign. Activities included, webinars, podcasts, web-pages, Facebook events, ...
- 2) **Council Face-to-Face:** Dave revisited Mirta's proposal from the prior month's for a face-to-face Diversity Management Council representatives meeting. The Council agrees totally with such a proposal. It is recognized however that it is also a funding issue. Dave asked Mirta for a(nother) copy of the proposal to disseminate to all Council representatives and EODMD. Dave and Delyne will discuss further with Pete.
- 3) **Regional newsletter:** Dave indicated that he and Pete would like to see more items shared across regional offices. Dave is open to all ideas for, and is encouraging of, sharing newsletters and all such diversity fostering items.

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

- 4) **GFWG:** Dave welcomed Cindy Palmer to the GFWG. Dave noted that under the groups new charter it is responsibility of the DMC Chair and Vice to make recommendations for group membership with subsequent approval by the Director of EODMD (Pete did approve). Dave would like to identify additional candidates especially those with information, and possible influence, in the area of "gender sensitive" products and services. Cindy was brought in not only for her knowledge and enthusiasm, but also to bridge work between the Barriers Analysis team (currently in stand-down/.stand-by awaiting further guidance and tasking) and the GFWG. Dave also suggested that he would like to see an effort made in the area of documenting recruiting best practices. This may fall under the GFWG, the Barrier Analysis team or could call for the formation of a temporary Recruiting Best Practices Team reporting to the DMC. Options are being consider. Sabrina noted a similar effort she is undertaking on behalf of EODMD (reported on later in these minutes). Dave said he would like to see of this occur as a collaborative endeavor.

**NWS Diversity Management Council Meeting**  
**2:30 p.m. ET, Friday, Mar 23, 2018 Minutes**

- 5) **Training team:** Todd was not present but reported via prior email that “We have narrowed the course list down to 162 courses from 243 courses. So far, we have searched for courses and reviewed their title descriptions to narrow them down. We are now in the phase where we are starting to review courses. The process is as follows we review the first 5-10 minutes of a course. If it’s good, the reviewer will continue on, otherwise, they will stop and move onto the next course”.
- 6) **Council Social Media Team:** Earl not present – no report.
- 7) **Ambassadors** – nothing reported

***Region and HQ Reporting:***

- 8) **EODMD**
  - Sabrina: Sabrina noted that she is the outreach manager and she is starting an effort to gather best practices in K-12 outreach. It is hoped that an outreach package can be produced from feedback of those who presently engage in outreach activities. Sabrina asked the Council to assist her in identify person’s who are doing out reach. Dave said he would send out an email to all Focal Points **[Action Item Dave]**
  - Mary asked all in attendance to verify they received and posted all required posters and policies.
  - Mary suggested that the Council members get together on an additional monthly “Brown Bag” call/webinar for the purpose of sharing information on, or training of, a topic – to be presented by Council representatives themselves in a rotating order. Mary said that Pete would like to see this happen soon. Dave said he was fully onboard and noted that Delyne had made a nearly identical suggestion to him on a recent phone call. All Council reps should be thinking of topics to sign up for **[Action Item all Council Representatives]**
  - Patricia reported that Sexual Harassment Training is forthcoming as a requirement for everyone in the NWS. An all-hands memo will be out very soon.
- 9) **ERH:** No representative/No report
- 10) **SRH:** No representative/No report
- 11) **CRH:** Jenifer P. reported that she held a conference call with C.R. Diversity Focal Points to discuss plans, ideas, newsletter articles, etc...
- 12) **WRH:** Jennifer K. reported that
  - she on behalf of the WRDAC created and make available a Google Doc that can be used to gather suggested topics for future videos etc...
  - W.R. has great interest in receiving unconscious bias training across the full of the region.
  - They are working activities for Pacific Islander heritage month.
  - A suggestion was also made to pursue/continue a Facebook campaign of “This is what an NWS employee looks like” This will be further worked with Earl. **[Action item Earl]**. Dave noted the

**NWS Diversity Management Council Meeting**  
**2:30 p.m. ET, Friday, Mar 23, 2018 Minutes**

success with the “dress in purple” FB campaign that reached a broad sector of NWS workforce – this as evidence of the awareness reach of such efforts.

13) **ARH** – David reported that

- AR MICs in the region blocked out time for staff to view “I am Woman”.
- Held a leadership meeting on Diversity and Inclusion
- Has established a “Morale Team”. Other council members expressed interest in hearing how the team progresses and it’s results.

14) **PRH** – Ian noted that PR:

- Is working on a one-pagers for next month.
- Has reached out to WRDAC to look into duplication of their DAC structure and possible collaboration.

15) **NCEP, National Offices and HQ offices**: nothing reported.

16) **NWSEO** – Jason – nothing to report.

***Additional notes, comments, ideas, suggestions:***

No further activity was reported or discussed.

The next call is scheduled for Apr 18.

Meeting adjourned