

## NWS Diversity Management Council Meeting 2:30 p.m. ET, Thursday, Nov 17, 2016 Minutes

The meeting was called to order at 2:30 pm Eastern Time, led by Council Chair Dave Rowell. Roll call was dispensed with. Thanks to all who were able to attend! The following agenda items were discussed:

### ***Diversity Council Business:***

#### **1) NOAA D&I conference:**

- Dave opened the discussion and noted that the Summit was well organized, impactful, and useful with a great line-up of speakers, and some good group work done on day 2. Dave noted it was not going to be a one-time deal as executive management wants to do it annually, and it appears they are committed to doing so ;and in turn committed to improving the agency through D&I.
- Hope Hasberry added that the day 1 speakers were wonderful, and day 2 was very useful in working requirements for the NOAA D&I Strategic Plan.
- Delyne Kirkham's take was also the commitment from leadership, not only for the event and outcomes, but also committed to reaching out to all offices even though this first year participation from outside Silver Springs was limited.
- Pete Hill added that there were action items from the day 2 strategic planning workshop which will be shared with Dave and Delyne for comment. **[Action Item Pete]**

#### **2) FaceBook Posts**

- As reported by Dave a thread on the NWS Women in Science page became impassioned and indicative of an issue of inappropriate behaviors in the field, and in social media, toward women employees. What started as a post about speculated staffing under the new administration led to some pejorative posts by a few male employees concerning staffing of the lactation program. The insensitivity and subsequent responses pointed out examples of bullying, harassment, hurt feelings, etc... . Particularly disconcerting to Dave was an overall sense of powerlessness, non-support/ineffectiveness of local management and HQ, and fear of career implications as indicated by female staff. Dave said he posted contact information for NOAA Civil Rights and OEODM, and pointed out that managers are required to report all incidences of harassments, and all employees have the right to call NOAA Civil Rights office or OEODM at any time. Dave noted there seemed to be much misunderstanding about reporting procedures. In any case Dave said the issue doesn't end with the post rather it the issue needs real attention.
- Delyne reminded everyone that anti-bullying webinars were conducted last year. And she noted is a tough topic in any case. More needs to be done. Delyne also noted good responses were posted by Jason Wright, Hope, and Dave.
- It was also noted that an all-hands went late last week (and subsequent to the FB posts) reminding employees about rules and policies regarding political posts and cautions to refrain from such.

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- In regard to addressing the issues raised in the Facebook posts Dave noted that while educators like himself tend to always see educational solutions, and policy makers tend to always see policy solutions, and people in the field tend to always see grass roots solutions – the truth is all that and more is needed in combination with each other.
  - Finally Dave noted that there were some wonderful posts in Facebook as well, posts that highlighted great accomplishments by females within the agency.
- 3) **Gender Mainstreaming Working Group (& field support)**
- In reporting on activities of the group Dave noted that the team’s most recent efforts are directly tied into the issues identified in the aforementioned Facebook post, that effort being the creation of a “Code of Conduct”. The Code of Conduct identifies appropriate behaviors, especially communications behaviors, that employees are to adhere that exclude bullying, name calling, marginalizing, harassment etc... . It is intended to serve as a guide not only with NWS staff but also in working with partners as well. Once approved, which should happen soon, the Code of Conduct will be rolled out nationally by the AA or DAA with an all-hands
  - Hope added that the approval process through legal and comms is nearly done and it will be ready to go out. Laura is also hoping it can be introduced at the AMS national conference.
  - Pete has been having discussions with Dr. Uccellini about leadership’s role in communicating and backing D&I policies.
  - In regard to GMWG activities Michelle Hawkins added that the group is open to all help and assistance from anyone willing to lend a hand in getting the word out about GWMG initiatives, and supporting those efforts when rolled out.
  - It was noted at the D&I summit that in order for change to occur you needed a number of champions equal to the square root of the staffing in the office or organization. Dave asked the council to consider ideas to identify and empower such champions [Action Item for all Council members]. And the GMWG is also taking this under consideration.
  - As to the last bullet Dave also urged Council members, particularly regional Council members to be more responsible and proactive in diversity promotion and to be more responsive in support of field office Focal Points. Participating on this call is not enough! More communication needs to take place with field office personal and more ideas gathered.
- 4) **DIMAC** - as reported by Pete
- The DIMAC is working an action plan in response to action items out of the D&I Summit.
  - The NOAA D&I Strategic plan has been issued nationally.
  - Michelle noted that as iterated at the D&I summit messages need to amplified! For example a follow-up memo from executive leadership underscoring the importance of the Strategic Plan, and likewise the forthcoming Code of Conduct. Pete said he will be working with the AA on communications of Strategic Plan revisions etc...

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- 5) **Shift Work Team** – as reported by Jason:
  - There will be a meeting next week which is expected to generate a first draft of final recommendations
  
- 6) **Ambassadors** – nothing reported
  
- 7) The discussion from item 1 regarding **female employee harassment** was resumed
  - Jason stated that his own experience witnessed that too often complaints from female employees were simply ignored – often by “good ol boy” mentality. Issues were “handled” but without any real solutions. Often times the problem is with MICs but the regional HQs are reluctant to do anything to hold MICs accountable.
  - Pete indicated that his office is ramping up the amount of EEO training across the board.
  - There was consensus by council members that the workforce does not have a good understanding of the complaint process. Pete reiterated that employees have the right to, and are encouraged to, contact his office or NOAA Civil Rights at anytime and need not work through the MIC if she or he does not want to. Dave added that there did seem to be the fallacy ought there that employees must work through the MIC. Mary Dunbar interjected that there is sometimes a feeling that OEODM is HQ and thus works hand-in-hand with the AA and DAA. Because of that perception many in the field are uncomfortable with that and fear retribution. Pete stated that that was is not the case, but rather OEODM works separate from executive leadership in working individual complaints, and it is a safe process.
  - Pete asked the council to help ensure all complaints get heard. champions [Action Item for all Council members]
  - Elinor Luti-McMoore asked for clarification om MIC reporting procedures and asked for more EEO training. Pete replied that the process that MICs use for reporting varies from region to region; and that his office is happy to help PR get more training; OEODM can recommended or design training for anyone as needed.
  - The conversation further continued with a discussion about EEO posters, and the fact that they are not posted in all offices.
    - Mary noted all offices should have one posted. She and Pete reminded all that an email went out through this fall through the Council to all Focal Points with a digital copy of the new poster which now include bullying. Mary further noted the permanent posters are ready to mail but she does have a good postal mail listing with all offices.
    - A request was made to regional Council members to get a good office address list to Mary. (Aaron Sorensen had most of the regions and will supply those to Mary; Mirta[ARH] and Kim M. [NCEP] to do likewise; (only CRH seemed to be lacking [Action Item - Dave will follow-up with Jenifer P.]).
    - Dave also mentioned that is was insufficient to simply put up a poster without the necessary amplification that Michelle noted earlier. MICs need to make a point of highlighting the poster with his/her staff.
  
- 8) Dave initiated a discussion on **Council Effectiveness** by asking how the council can do better
  - Mary responded by saying OEODM had a spreadsheet of TAVs (actions and guidelines) that she would share with Dave. [Action Item Mary]

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- Elinor asked for a check-list or one-pager of things she should be doing in leading the program in PR. [Action Item OEODM ?]

***HQ and region Reporting:***

9) **ERH:** - nothing to report

10) **CRH:** - nothing to report

(Note following the meeting Dave contacted Jenifer Prieto who reported: “We published our CR Newsletter, "Diversity Central" last week and have received positive and constructive feedback thus far from local offices. I would say that overall our region is pretty proactive with staying in contact with our focal points. We have members of the regional team conducting smaller projects while garnering feedback from local office program managers. We also routinely create and send out one page posters for local offices to share and post.”)

11) **SRH:** - nothing to report

12) **WRH:** Todd Hall reported :

- The WDAC was now up and running with Brooke Bingaman as Chair, and Carolina Walbrun as Vice Chair; and with the support of 5 regional Ambassadors.
- A regional announcement went out indicator the 2 open positions for the DAC and Chair and Co-Chair positions.

13) **ARH** – Nothing to report

14) **PRH** - Elinor reported:

- She has the program moving forward.
- A Charter is being finalized in coordination with the RD and NWSEO
- They are using Google docs to good effect and improving communications; including collaboration on the inaugural newsletter
- Elinor asked OEODM for a list of special emphasis months and events and suggested such be posted on the Toolkit website. [Action item OEODM]
- And she offered any help she could with the strategic plan etc.

15) **National centers** – Kim Montgomery reported:

- They are working with Pete on additional D&I training for next year.
- All NCEP employees that attended the D&I summit thought it was a great event.

16) **HQ** – nothing additional reported.

No further activity was reported or discussed.

Next meeting was not scheduled at this time.

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Meeting adjourned