

NWS Diversity Management Council Meeting
2:30 p.m. ET, Wednesday, Oct 19, 2016 Minutes

Present:	Delyne Kirkham	Mirta Jackson	Cheryl Latif
	Dave Rowell	Elinor Lutu-McMoore	Hope Hasberry
	Pete Hill	James Su	Sabrina Johnson
	Kim Montgomery	Earl Breon	Jason Wright
	Pat Taylor	Shari Mutchler	

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! The following agenda items were discussed:

Diversity Council Business:

- 1) NOAA D&I conference:
 - Pete opened the discussion and noted that while all regions could not be represented because of travel caps that council members will be briefed in full on conference outcomes, especially those outcomes from the strategic planning sessions occurring on day 2 of the summit
 - Pete noted that Day 1 sessions will be webcast and asked Dave to share the webcast information with all council members and focal points.

- 2) **Social Media Newsletter/FaceBook** as reported by Earl and Delyne.
 - Earl and Delyne reported all was well with the Diversity Matters Facebook page, but more postings would certainly be welcome.
 - Earl indicated he would like to see more efforts pursued to increase the audience which now stands at about 135. Delyne indicated that once she and Hope had the Focal Point listing complete and verified a second round of emails would go out reminding focal point about the page's existence. Furthermore it was suggested by Hope and agreed by the council that invites should also go to folks NOAA wide.

- 3) **DIMAC** - as reported by Pete
 - The DIMAC has been busy with, and focused on, planning of the NOAA D&I Summit.

- 4) **Gender Mainstreaming Working Group** - as reported by Dave and Hope
 - The team has created a "Code of Conduct" document to govern appropriate communication practices (respect, openness, inclusiveness, non-harassment) within offices and with partners. The Code of Conduct would be placed in visible locations such as office duty manuals and entryways. At present the document is awaiting clearance through the EC and legal.
 - GWMG submitted an abstract for a presentation at the annual AMS conference in Jan (An International Partnership in Creating Gender Sensitive Services) which has been accepted and will be presented day 1 AM by Dave.

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- The team, with Hope leading the effort, is working out details on a Gender mainstreaming webpage in conjunction with Women of Weather both to be linked off of the EODMD website.
- The team also created an 'info packet' (with talking points) that can be used for briefings and such about gender mainstreaming. The Info packet will be downloadable from the GM webpage.

5) Ambassadors

- Delyne noted that Todd was still very actively working the mentoring program in W.R.
- Shari noted that she was contacted by a person in Michigan who had seen information about NWS Diversity Ambassadors. This person was asking for statistical information about women in the NWS and thus Shari forwarded the request to Hope. Hope noted that such information will be available off the EODMD website in the near future. In any case it was good that Ambassador information was being seen.

6) Shift Work Team – as reported by Hope and Jason:

- The internal shift work survey was sent out all-hands and the response date was extended to Oct 24.
- To date over 1000 responses have been received, and will require a good deal of time to analyze the results.

7) Dave initiated a conversation of Focal Point communications and Council representation

- Dave strongly advocated that regional representatives to the council host monthly calls with all of their Focal Points and feed information gleaned from such into the Council. Furthermore any regional diversity coordinator should be attending the council calls on a consistent basis. Pete echoed these suggestions.
- Dave took a poll on which regions were routinely hosting calls: ERH- no, SRH – no, CRH - ?, WRH – yes, PRH – just started, ARH – no.

HQ and region Reporting:

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

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

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

11) **WRH:** Delyne reported :

- The WDAC charter and plan is ready/approved.
- A regional announcement went out indicator the 2 open positions for the DAC and Chair and Co-Chair positions.

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12) **PRH** - Elinor reported:

- She is planning a regional conference call soon to discuss the regional diversity program and to start a dialog, but no activities at present. Focal Point vacancies are hindering progress.

13) **ARH** – Nothing to report

14) **National centers** – Nothing to report

15) **HQ**:

- Hope suggested to the council to have a “Diversity Day, Week or Month” each year with the thought of offices doing activities at a set time. The Council agreed it was a good idea. Pete added it would also serve as a time to celebrate staff that do not fit any of the other special emphasis months.

16) **Other/etc...:**

- Kim and Mirta asked about national center and ARH representation to the NOAA D&I Summit. Pete reiterated that because of travel caps not all regions were represented rather it largely local commuters and a few council members with deeper diversity involvement such as Dave and Delyne as Chair and Vice-Chair.

No further activity was reported or discussed.

Next meeting is scheduled for Nov 16th at 2:30 pm EDT, 1:30 pm CDT, 12:30 pm MDT, 11:30 am PDT, 10:30 am AKDT, 08:30 am HADT, 07:30 am SST

Meeting adjourned