

NWS Diversity Management Council Meeting  
2:30 p.m. ET, Wednesday, Sep 20, 2017 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:

Cheryl Latif	Delyne Kirkham	Mary Dunbar
Dave Rowell	Jenifer Prieto	Marsha Green
Hope Hasberry	Earl Breon	Margi Garner
Pete Hill	Aaron Sorenson	Shari Mutchler
Sabrina Johnson	Wendy Lavine	Patricia Taylor
Christina Heyse	Jason Wright	

The following agenda items were discussed:

***Diversity Council Business:***

- 1) **NOEES reporting:** Hope reported that 503 events have been input this year. It is hoped, per directive, that everyone will directly input into NOEES online. The system is available to at least one person per office (may be the WCM, Focal Point, MIC, ...) to input not only events directly related to diversity but additionally more broadly outreach related. [Action item: Dave and Hope to get a list of everyone who is using the system] Delyne suggested to help in getting everyone to use the online system a webinar was called for. Delyne agreed to put one together early FY18 [Action item Delyne] Hope will assess NOEES usage during 1<sup>st</sup> qtr FY18 [Action Item Hope] and if needed Hope will create a google form as an alternate means to gather and input events & activities.
- 2) **Diversity Materials Distribution:** Dave indicated that the best means, that will forthwith be deemed as the appropriate means, of distribution for all D&I materials (flyers/posters, one-pagers, videos, etc...) will be via the Council. The procedures will be 1. Such materials will first be sent to EODMD (Pete) for vetting/approval 2. Be passed to Dave and Delyne for distribution via all three of the maillists for Focal Points, Council members, and MICs. [Action: Jenifer to get MIC maillist info to Dave]. Dave thanked Jenifer and all those who have created such wonderful materials.

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

- 3) **Women's Panel/Barrier Analysis Team:** Sabrina reported that the team is moving forward and currently slated to look at job announcements at USAjobs.
- 4) **Training team:** Dave reported on behalf of Todd that the training team's original kickoff meeting was postponed due to the hurricanes and is now set for next week.

**NWS Diversity Management Council Meeting**  
**2:30 p.m. ET, Wednesday, Sep 20, 2017 Minutes**

- 5) **Gender Mainstreaming Working Group:** Dave reported:
- In response to a WMO tasker, the team in conjunction with EODMD, prepared 7 'best practices' in gender mainstreaming; These were submitted to WMO last week for inclusion into a WMO database on the subject.
  - The team has drafted a new Code of Ethics and received feedback from Mary E. on it during a call last week. From this feedback agreement was reached to further work it in terms of both content and format.
  - The team has a new charter that is still being vetted by all interested parties.
- 6) **Council Social Media Team:** Earl reported that :
- There have been some big successes as of late including
    - FaceBook live: a session with Pete from Alaska got 120 views
    - Initial D&I Podcast with he and Pete
  - Earl again asked all Council members to feed him any ideas they may have for stories etc... that can be posted in any of the social media outlets, including videos, and to get the word out for audience. Dave added that each and every member of the council should feel an obligation to do this to any and all. Likewise the next time Dave corresponds to the Focal Points he will reiterate the call for ideas and audience. [Action item - all Council members & Dave]
  - There is more to come. Among this a Podcast for Disability Awareness month.

***Region and HQ Reporting:***

- 7) **ERH:** Cheryl – Nothing to report
- 8) **SRH:** No Report
- 9) **CRH:** Jenifer
- The fall newsletter is being worked
  - A call with all C.R. Focal Points was held with great success. Among the items shared was the scheduling database , plans for future events and projects [including possible poscasts], use of NOEES ...
- 10) **WRH:**
- Aaron asked for clarification on dissemination of WR videos; Dave reiterated the procedures in item 2 above.
  - Delyne indicated Carolina W. will take over as WRDAC Chair from Brooke as Brooke accepted a new positon outside the region.
- 11) **ARH** – No Report
- 12) **PRH** - No Report

**NWS Diversity Management Council Meeting**  
**2:30 p.m. ET, Wednesday, Sep 20, 2017 Minutes**

**13) NCEP, National Offices and HQ offices:**

- Pete reminded the Council that NCEP will be hosting another set of workshops conducted at the College Park facility: one conducted by Tony Chapman Sept 21 (Leading people through change – for supervisors and team leads) and another Sept 22 (Surviving change- for all staff) .
- Wendy L. reported that COOS and AFS are contracting the development of a program on ‘Science Based Diversity and Inclusion’.

**14) EODMD**

- Pete noted that his staff will be making Technical office visits throughout FY18 looking at things such as EEO poster placement etc.. and meeting with Focal Points and management.
- Pete noted that is the philosophy of Mary E. to fully integrate activities across all levels of the organization and that most certainly includes integration of D&I across the board.
- Hope reported that next year she and Sabrina will reaching out to all offices with OPM required Federal Equal Opportunity Recruitment Planning (FEORP)
- Pete indicated that he has plans to include in his budget money for Diversity awards at the Focal Point, office and regional levels. Earl reminded the group there is a Cline award in the area of Diversity. Dave also reminded the group that the Council debated this same thing a few years ago – utilization of the Cline award vs a separate diversity award. Dave suggested and Pete agreed to revisit this as an agenda item on next month’s Council call [**Action item: Dave add to the agenda; all Council members consider**] . If a separate award is advocated by the Council Dave and Delyne will determine a nomination process.
- Sabrina noted that she, Hope, Pat, Mary, and Pete have all been attending various training courses to improve their service to the organization.
- Mary said EEO training sessions to the field will resume in October.
- Mary also said they are designing additional podcasts and webinars in various D&I topics open to all audiences.

**15) NWSEO – Jason**

- Reminded the Council that Oct is disability awareness month, there is a podcast slated on that topic in Oct. and thanked Earl for all his work in seeing that project through.
- Reported NWSEO has a Diversity team that will be becoming more active and the team is looking forward to working with the Council and EODMD.

No further activity was reported or discussed.

The next call is scheduled for Oct 18.

Meeting adjourned