

Diversity Steering Committee Meeting Summary

January 2009

Every month the Diversity Steering Committee meets to discuss current diversity issues as well as the ongoing implementation of the Diversity Action Plan. In the interest of city wide inclusiveness and creating openness, the Diversity Steering Committee will publish a monthly summary of items discussed. Please review the following items and contact your respective 6-Sided Partnership representative or a Diversity Steering Committee member should you have any questions or suggestions.

Mission: To work with each other and the community to make Tempe the best place to live, work, and play.

Values: People...Integrity...Respect...Openness...Creativity...Quality...Diversity

- Anonymous Letter – Rosa invited Maryhelen Giustizia, Solid Waste Services Superintendent, to share her concerns regarding an anonymous letter that was delivered to her and members of city management in December, 2008. There is a perception in the Solid Waste work area that women are not welcomed or valued. Public Works management is already looking into the letter. It was brought to Rosa Inchausti in the Diversity Department, who recommended that this topic be discussed at the Diversity Steering Committee. Maryhelen shared that other issues have already been addressed with this male dominated work group. Discussion was held on what, if any, action should be taken with anonymous letters. There is no mention of job performance in the letter, only gender specific accusations. Jennifer Adams stated that Public Works has taken several steps to address the letter and Maryhelen's concerns. Follow up sessions have been scheduled with the workgroup, along with training. In addition, Jennifer mentioned that the Public Works Recruitment Outreach Committee is working to increase and retain women and minorities in these under-represented workgroups.

The steering committee discussed their concerns with reinforcing the city's values and commitment to a fair and inclusive workplace. Several suggestions were made, such as: Women in Networking programming, reviewing the possibility of creating a policy regarding anonymous letters, and gender sensitivity training for the workforce.

There was also some discussion about the Calderon report. As a response to items in the report, the Diversity Department and the Human Resources Department are working on creating policies and procedures for the Safe Havens in the city. Several committee members requested to have the item placed on next month's agenda.

- Member Updates
 - James Burns – The GSA Cleanup is Saturday, January 24th. The group will be meeting at 10am at Tempe Beach Park. The GSA Educational Series kicks off on January 28th with guest speakers from Unified Voice and PFLAG. Jay Taylor thanked Ginny Belousek coming up the idea to have quarterly education programs and for assisting with the coordination of this event.

- Jon O'Connor – HR has held some informational sessions on the upcoming OPEB changes. There is another session coming up specifically for individuals closer to retirement. In addition, individual meetings are available to employees as well. HR is planning a retiree meeting for the end of February.
 - Jeff McHenry – There was some proposed legislation regarding changes to the Drop program. It does not appear that the legislation will pass and the Drop program will remain as is.
 - Amy Douglass – The TSC Board is working on setting objectives for the year and will be scheduling another information session.
 - Ginny Belousek – The MLK Diversity Awards Brunch was very successful, with over 550 attendees. Among the award winners were Deborah Kearns, a facilitator for Diversity Dialogues, Police Chief Tom Ryff, and the Jewel in the Desert Advisory Committee. The Regional Unity Walk is scheduled for February 7; Tempe's starting location is ASU/ Lot 59 at 10:00am. Diversity Dialogues starts tomorrow, January 21st at 6:00pm in the Library Program Room.
 - Carol Martsch – SEIU has been busy reviewing the city's reorganizational plan. A SEIU reorganization proposal was presented to City Manager Charlie Meyer. SEIU is looking into holding citywide labor management meeting to keep the lines of communication open.
- Diversity Strategies
 - Subcommittee updates
 - Childcare – Brandy reported that the subcommittee met on January 16th. Discussion centered on getting a website up and available to employees to use as a resource for finding and sharing of information. The subcommittee is working to finalize questions for the survey, which will be available city-wide with the purpose of identifying the workforce childcare needs. The committee plans to have the draft of those questions next month for review.
 - Confidential employees – Jeff McHenry reported that three employees stepped up to be responsible for sharing the information among the confidential employee and Charlie supports the idea.
 - Exit Interviews – Jon reported that the committee met a few weeks ago and they are currently working with Cyndi Lawshe to create a Peoplesoft program. When a termination PAR is processed, an email will be sent to the employee and their supervisor. The committee is discussing where this information goes once it is compiled.
 - LGBTQ Education and Training- James met with Wydale at TLC. Wydale explained that she is waiting to get a response from ASU's Safezone within a week. At this point, it is anticipated that the training will not take place until the new fiscal year.
 - Succession Planning – Rosa recently met with Charlie to discuss the expectations of the Succession Planning Committee. The committee hopes to create a list of best practices for managers in creating a succession plan for their departments. In turn,

employees benefit from a fair and objective process for promotional opportunities.

- Due to the time constraints; the remaining topic items were tabled until the next meeting.

The next meeting for the Diversity Steering Committee will be March 11th, 2009.