

# Diversity Steering Committee Meeting Summary

## November 2008

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

- The committee discussed the Coaching Institute proposal presented by Austin Vickers at the September meeting. Due to the current budget situation and the uncertainty of tuition reimbursement and education partnerships, the consensus was to table the discussion until after the December 1<sup>st</sup> budget workshop.
- Communication of the Strategic Plan – Rosa and other members of the committee recently met with Charlie Meyer to review the Strategic Plan. Charlie suggested prioritizing items in the plan to focus attention on. Jay Taylor also suggested identifying the resources needed to accomplish each task and including that on the plan document, the subcommittees will identify the resources needed and report back in December. It was the consensus that the issues that subcommittees were created for are the top priorities. The committee will brainstorm ways in which to communicate the plan at the December meeting.
- Diversity Strategic Plan- Updates from the following subcommittees
  - Childcare Subcommittee – Brandy Naleski reported that the subcommittee has decided to focus on non-monetary resources the city can offer to employees, for example; a resource list of both daycare facilities and in home caregivers, negotiating a discount for employees with one or several facilities and a resource list of doctors and specialists parents may be in need of. The subcommittee agrees that there is a need to survey the employees and find out what they are looking for and what is most important to them so the group is currently working on creating the survey.
  - Confidential Employees Subcommittee – Jeff McHenry reported that he and Jerry Hart are preparing to send out an email to go out to all confidential employees and they will be setting up a meeting to determine if a few confidential employees are willing to take on some leadership and be responsible for sharing information. They are waiting to see the participation numbers among confidential employees.
  - Exit Interviews Subcommittee – Jon O'Connor reported that the subcommittee met in October and discussed how exit interviews could be put in place. There was a survey done of other cities a few years back and they are surveying the cities again. Jon has met with Cyndy Lawshe on how to get emails out to employees and whether the exit interview could be online or done in person. The Subcommittee is confident that a process could be in place fairly soon.
  - LGBTQ Education Subcommittee- Jay Taylor reported that the subcommittee met with Wydale at TLC to review the SafeZone materials provided by ASU. The subcommittee shared their recommendations for any

changes to the training and they are working on customizing the training for the city. They are also planning to address the legal aspect, that component of training is being worked on with assistance of the city attorney's office.

- Succession Planning Subcommittee – Rosa Inchausti reported that the subcommittee met but got sidetracked with the budget issues so Rosa will reschedule the meeting. It is important to focus long term and what the city will need in light of possible pending retirements.
- Member Updates –
  - Ginny Belousek – The Diversity Department is currently accepting nominations for the MLK Diversity Awards. The Awards Brunch will be January 19, 2009 at the Buttes Resort. We have obtained a sponsorship this year so the Brunch will be free to the first 500 individuals that reserve a seat. The key note speaker is Clovis Jones, AZ President for the Tuskegee Airmen. The Buffalo Soldiers will be presenting the Color guard. Diversity Dialogues recently wrapped up the Fall session and participants will be acknowledged at the December 11<sup>th</sup> council meeting.
  - Amy Douglass – TSA has a new president, Ron Smith. They will soon be holding an open house for members and they are sponsoring a toy drive with TCAA.
  - Jeff McHenry – All focus has been on the budget, the Police Department are holding regular meetings about it, coming up with plans of action depending on how the cuts will affect the department.
  - Karl Stephens – Access Tempe and Vial of Life will be coming to life soon. Much of the work is done, working on securing community funds to help with the printing of the two projects. Karl, along with members of HR, recently attending a training regarding upcoming changes to the American with Disabilities Act, it goes into effect January 1<sup>st</sup> and many people will be covered under it.
  - Jennifer Adams – Public Works is also focused on budget right now, recently added computer training to the Public Works 101 training. The department has been partnering with APWA to save money at outreach events.
  - Jerry Hart – Charlie Meyer is planning to release the results from the reorganization committees to mayor, council and all employees on Friday, November 21<sup>st</sup>. It's important to remember these are only ideas, it is anticipated that there will be concern and fear among employees. These results are the conversation starter and he expects the results to be released in positive manner.
  - Carol Martsch – SEIU has been busy calming people fears and working towards the solution. SEIU will be holding elections mid-December for the bargaining unit.
  - Jay Taylor – GSA focusing on outreach, recently sponsored an Adopt a Mile, partnered with 1n10. The next meeting will be January 28<sup>th</sup> with a presentation from PFLAG.

The next meeting for the Diversity Steering Committee will be December 16<sup>th</sup>, 2008.