

MINUTES
WORKFORCE DIVERSITY AND INCLUSION COMMITTEE
APRIL 23, 2008 3:30 P.M.
BEVERLY LIVESAY CONFERENCE ROOM

Approved 5/28/08

Present: Shawn Martel Moore, Acting Chair; Dave Richardson; Lisa Holmes; Carol Griep; Chantalse DeMarco; Robert DeLuca; Anita Fitzpatrick; Constance Thompson; Betsy Doling; Marcia Lynch

Excused: Leslyn McBean-Clairborne, Chair; Larry Roberts; Kathy Luz Herrera; Kristina Belanger; Kit Kephart,

Guests: Patricia Carey, Carol Chock, Karen Fuller

Call to Order

The meeting was called to order at 3:42 p.m. by Ms. Martel Moore.

Announcements

Ms. Griep announced the Women's Sharing Group in Groton, Cornell University, and other sponsors are excited to bring the International Council of Thirteen Indigenous Grandmothers for a week-long event to be held in various locations. The schedule will include a Grand Gathering on October 5th, Children's Day on October 6th, Women's Day/Healing Day on October 7th, Men's Day/Healing Day on October 8th, Education Day on October 9th, Screening Day of a Documentary Film on October 10th, with a private Council day being held on October 11th. Ms. Griep also provided a brief history of the Women's Sharing Group in Groton creation.

Ms. Chock spoke of the Strategic Tourism Planning Board's discussions regarding funding assistance for workforce training. She said the reactions were positive, however some thought it unnecessary to train individuals whose positions are not typically anticipated to lead to a leadership role. Also noted was that the restaurant and hospitality industry does some training for the lower-level positions. A brief discussion regarding the topic occurred, noting that some newly hired employees require training to provide the necessary skills to take ownership of their position and take steps to improve their lives. It was also noted that funding for training should also take into account that what is being done with employees following hiring; what steps are taken to show career progression.

Mr. Richardson announced that sixteen pre-construction workers would graduate next week, with three to four of the graduates receiving apprentice positions. In addition an awareness training video for construction workers is being created and will be completed prior to going to Washington, DC.

Ms. Thompson reported that Cornell University is undertaking a search for a Vice Provost for Diversity & Chief Diversity Officer who would report to the Provost. This individual would be leading diversity efforts for student, staff, and faculty at the university. At this time The Recruitment & Employment Center (within the central office of Human Resources) is beginning to work with just under-represented talent. Beginning in August or September 2008

the focus will be for under-represented and will continue until the goal is reached. The present 7.67 percent representation is an increase of three percent from several years ago and the hope is to increase this number by 3 percent. The general employment will be overall, however outreach will be done for the under-represented talent group. She also announced the Diversity Consortium and Tompkins County Chamber of Commerce partnered and provided two training sessions focusing on strategies and education. She noted they were well attended with over thirty participants from profit and not-for-profit agencies. In addition, they held a Best Practices training that was attended by over twenty-five individuals and included individuals from profit and not-for-profit. She said the second part of the session was how to measure success. She said there is an interest in this area. Overall, the training sessions brought in approximately \$1,000.

Ms. Holmes spoke of the upcoming Office for the Aging Annual Luncheon that would take place on May 22nd at 12:00 noon at the Clarion Hotel. She noted that Senior Citizen Awards would be presented to Nancy Berrano for her efforts Working Group on Lesbian Gay Bisexual Transgender Aging group and Bill Eisenhart for his work with the Enfield Volunteer Fire Company and assistance to senior citizens in his community.

Mr. DeLuca announced the National Alliance on Mental Illness of the Finger Lakes (NAMI) would be holding the 2nd Annual Rally to raise awareness about mental illness and support mental health on May 17th. The featured speaker is Tom O'Clair, father of Timothy O'Clair, and supporter of Timothy's Law (mental health insurance parity). He then announced that school districts and child partners are invited to a planning session on May 9th to discuss strengths and needs strengths in the community and State.

Ms. DeMarco spoke of an upcoming training conference she would be attending in May, noting that much of the training deals includes diversity.

Ms. Martel Moore spoke of her membership on the Board of International Human Rights Agencies will hold their Annual Meeting September 15 – 19, 2008, in Detroit. As a Board member she has been asked to sit on the Training Committee. This Committee is seeking potential trainers, and she asked if any member would consider this opportunity.

Minutes

It was MOVED by Ms. DeMarco, seconded by Mr. DeLuca, and unanimously adopted by voice vote by members present, to approve the minutes of September 26, 2007, January 23, 2007, and February 27, 2008, as amended. MINUTES ADOPTED.

Approval of Funding – Diversity Consortium Website Work

A brief discussion regarding this work took place, during which it was noted that the position is temporary to update the website as well as train staff on the process.

It was MOVED by Mr. DeLuca, seconded by Ms. Griep, and unanimously adopted by voice vote by members, to approve the use of \$1,500 to assist in the shared payment for a Cornell University Public

Service Sector student contracted work on the Diversity Consortium website, including updating and training of staff for future maintenance of the site.

Communications Plan

Ms. Lynch updated the Committee with regard to the video project. She said that unfortunately the association with Tompkins Cortland Community College students fell through. However, upon reviewing the Public Information budget and having discussions with Jim Blizzard and his associate, she believes the video can be produced in-house. The Committee will be meeting on May 8th to further discuss the project. She said the project is being designed to bring the diversity statement alive as well as other purposes such as training, promotional, etc.

She then spoke of the recent Diversity Consortium meeting with report-outs on a training session provided at Cornell University. She noted it would be an effective way to introduce the diversity training to County employees. A discussion occurred, and Ms. Thompson noted this foundation-building training could be undertaken by providing County employees the training necessary by shadowing her training. It was suggested that perhaps members of the Committee could become trainers. The discussion continued, with various suggestions regarding the level of participation and which staff levels to include occurred. At the conclusion of the discussion it was noted that Ms. Thompson will provide a quick overview of the training at the next Committee meeting.

Marketing Team Report

Ms. Doling reported the Committee met on March 24th to review the Resource Guide. This team felt there was a need to work with the original team who developed the guide in order to provide a viable plan. Additionally, it was felt that there was a need for internal personnel to be more involved in order to sustain it. She suggested it be a member of the WDIC Committee or another individual interested in the process. Ms. Carey encouraged more County staff involvement, stating the original was reviewed at the Department Head level, which provided an opportunity to critique the document. She offered to work with Personnel staff in order to conduct a survey to see who might be interested in becoming involved.

Membership Drive

The Committee discussed various concepts to increase membership within the Committee. It was suggested that other organizations have had success attracting members by offering speaker-series. It was also suggested that more department exposure to the Committee would be beneficial, as well as possibly opening up a youth membership. Members suggested an op-ed piece in the local newspaper, setting up a booth at the Ithaca Festival, and additional articles in County Corridors.

Strength in Diversity Award Discussion

The Committee briefly reviewed the *Strength in Diversity* award concept. Having reviewed Mrs. McBean-Clairborne's note to members, the concept of semi-annual awards was discussed, with members stating that two awards could be given, but on an annual basis, noting a semi-annual award may require more of a time commitment than desired by a subcommittee. It

was also suggested that a continuing plaque could be maintained in a public area indicating the winners of the award each year.

At this time the following members offered to participate in the special subcommittee to develop the criteria for the award and assist in the selection process of nominees: Marcia Lynch, Shawn Martel Moore, Kathy Luz Herrera, Anita Fitzpatrick, Leslyn McBean-Clairborne.

Adjournment

The meeting adjourned at 5:00 p.m.