

MINUTES
WORKFORCE DIVERSITY AND INCLUSION COMMITTEE
SEPTEMBER 27, 2006 3:30 P.M.
BEVERLY LIVESAY CONFERENCE ROOM

Present: Leslyn McBean-Clairborne, Chair; Carol Griep; Cheryl Nelson; Constance Thompson; Anita Fitzpatrick; Larry Roberts; Audrey Cooper; Bob DeLuca; Lynette Chappel-Williams; Shawn Martel Moore; Betsy Doling; Kit Kephart; Marcia Lynch; Kristina Belanger

Called to Order

The meeting was called to order at 3:35 p.m.

Announcements

The following announcements were made:

- October 14 (8:00 p.m.) and October 15 (4:00 p.m.) the Multicultural Resource Center is presenting the Harlem Renaissance Era at GIAC and was written, produced, and directed by Mrs. McBean-Clairborne.
- The Community Market will be taking place October 14th from 4-9 p.m. at the Human Services Building parking lot.
- The Finger Lakes Independence Center (FLIC) will be holding its 8th Annual Technology Fair at the Holiday Inn on October 17th from 9-12 a.m.
- December 13th FLIC, Office for the Aging, Mental Health Association, Tompkins County Suicide Prevention and Crisis Service, Health Planning Council, and the Tompkins County Public Library are putting together conference call(s) to address the question the final struggle of older adults and caregivers.
- The Diversity Consortium Roundtable will be held May 31st. The location is unknown at this time.
- The Mental Health Department is in the process of rolling out a Substance Abuse Case Management Program.
- The New York State Senate recently passed Timothy's Law. The Law requires mental health coverage be part of health insurance packages including employers with under 50 employees.

Workplace Violence Prevention Act

Ms. Fitzpatrick reported this Workplace Violence Prevention Act takes effect in October and the Personnel Department is coordinating efforts with Frank Croteau of the Public Health Department. Walk-through assessments for workplace violence prevention are being conducted and training is being combined with the Right-to-Know Annual training for all employees.

Ms. Martel Moore noted she had information about individuals who suffer from violence at home and bring it to the workplace and how they are treated as employees. *Mrs. McBean-Clairborne asked that the information be made available.*

Additional Announcements

Below is a list of additional announcements made by Committee members:

- Cornell University recognized as "2006 Working Mother 100 Best Company" and featured on CNN.
- Advocate ranked both Ithaca College and Cornell University as top colleges for LGBT (Lesbian, Gay, Bi-Sexual, and Transgender). Mrs. McBean-Clairborne met with the new

Cornell University President who stated he wants to maintain inclusiveness by staying in the forefront of diversity efforts.

- Marcia Lynch was introduced as the County's new Public Information Officer.
- The Tompkins County Human Rights Commission annual Genevieve Smith Moot Court Competition is on November 13th.

Diversity Consortium – Report

Ms. Thompson announced Audrey Cooper was appointed Chair of the Diversity Consortium. There will be a redesign of the website in the next month and will be managed by Heather Stewart. There are now 24 members of the Consortium. Ms. Thompson is looking to partner with other organizations who are interested with working on diversity recruitment resources.

Ms. Thompson also announced that October 26th Audrey Edelman Associates will be holding a "Welcome to Tompkins County" session at the new meeting room of the Chamber of Commerce. She also reported the County's Resource Guide will be used in the next Chamber newsletter.

Mrs. McBean-Clairborne announced that next month is Latino Heritage Month and events begin October 6th the First Friday.

Logo Kickoff Event

Mrs. McBean-Clairborne reported she presented to the Personnel Committee of the Legislature the logo as approved by this committee for review. The members of the Personnel Committee did not approve the logo and requested more explanation about the colors, etc.

Ms. Kephart said the Marketing Subcommittee was looking for something universal for Tompkins County and a search for waterfalls was done.

Ms. Thompson said the Marketing Subcommittee was charged with finding something to market the Diversity Statement. The Subcommittee decided it needed a design, a location to launch it, and what was going to give people the idea that the County is committed. Ms. Kephart described how the logo was developed and said there were 6 or 8 designs considered. The Subcommittee looked at how representative the designs were of what the subcommittee wanted to convey, and how it could be used such as the size, color, black and white, etc. The design of the logo included components such as East, West, North, South; County map; colorful; and small and large formats.

Ms. Doling reported some of the steps that have been taken include the necessary permit(s) obtained for the kickoff to be held on the Commons, as well as poster frames and banners collected.

Mr. Roberts reviewed the next steps and said the Marketing Subcommittee will meet again and propose a revised logo to bring back to this Committee for input and forward to the Personnel Committee and Legislature for approval. Mrs. McBean-Clairborne said the Personnel Committee also suggested the marketing team include the workforce prior to the logo coming back to this Committee. Suggestions were made that the proposed logo could go out with paychecks to employees with an explanation or presented to Department Heads with a request for feedback. Following a brief discussion, the Committee agreed to work with the Personnel Commissioner on the most effective way for receiving employee feedback either by approval or objection.

Ms. Kephart expressed concern that there will be some employees who will put a lot of time, effort, and energy into this and how or who is going to let them know without hurting feelings if their

design(s) are not chosen. Mrs. McBean-Clairborne said the committee will not make that decision and that it will be a yeah or nay decision by employees.

It was felt that the kickoff event could take place in January or February at the latest. Mrs. McBean-Clairborne also noted that she would need information on the amount of funding needed for this event.

Bylaws – Discussion

Copies of the draft bylaws were distributed to the Committee. Mrs. McBean-Clairborne recapped some of the discussion held at the last meeting concerning membership, terms, selection process, etc. She also brought to the Committee's attention the paragraph for removing a member after three consecutive unexcused absences pursuant to County Local Law No. 2 of 2004 and asked for comments. Committee members felt that there should be some accountability. A brief discussion followed concerning unexcused absences and it was felt that an explanation could be included that if there was no contact made that that would be considered an unexcused absence. It was also felt that a contact could be made to the Committee's Chair, Vice Chair, Secretary, or Legislative office.

Further discussion followed concerning term limits and Ms. Thompson feels there should be term limits to allow for a rotation of membership. She would recommend term limits of no more than two consecutive three-year terms.

Review of the bylaws continued and Mrs. McBean-Clairborne requested Committee members submit comments or suggestions to her before the next meeting. Those changes will be incorporated and a vote taken at the next Committee meeting.

Next Meeting

The next meeting is October 25th. The following items will be included on the agenda:

- Approval of bylaws
- Begin discussion for establishing goals for 2007

Adjournment

The meeting adjourned at 4:50 p.m.