



Cumberland County

Diversity, Equity and Inclusion (DEI) Advisory Committee

July 20, 2023, 3 p.m. – 5 p.m. in person @ Headquarters Library – 300 Maiden Lane – Pate Room

DRAFT DEI Advisory Committee Notes

Attendance

Chief Diversity Officer, Nikeisha Waring

General Manager/Co-Convener, Vicki Evans

Human Resources Director, Dominique Hall

Assistant County Manager, Brian Haney

Members Present:

Ann Thomas, Cynthia McKinley, Ivonne Mendez, Jennifer Green, Mia Kaleiwahea-Perry, Nora Armstrong, Terry Streets, Timothy Middleton, Vincent Evans and Yaminah Vereen

Members Absent:

Kelly Moore

Welcome

- Welcomed members and called meeting to order
- Assigned a timekeeper – Cynthia McKinley

General Discussion

- Committee through voting reviewed, updated and approved the:
 - July 18, 2023, Meeting Agenda
 - June 20, 2023, Meeting Notes

- ACM Brian Haney provided updates on:
 - DEIAC Survey
 - More managerial support
 - A lot of Pride about DEI Accomplishments
 - Meeting more frequently
 - Lack of forward progress with remaining initiatives
 - Need a voting system in place (have adopted voting system)
 - Address Current issues
 - Breakout sessions- some folks think they are helpful others believe when attendance is low it's not helpful
 - Find way to reshare DEIAC and its benefits with county
 - Value Members believes or perspectives
- HR Director Dominique Hall provided Updates:
 - Recruitment Policy Update – Diverse Hiring Panel
 - Reviewed policy changes of what HR is recommending moving forward for approval (see attached)
- CDO provided Updates:
 - Initiative #5 – Platform Change Nifty -
 - Nifty will be phased out, currently vetting Outlook Planner, ensuring the same capabilities
 - Nifty currently charges \$50 per user vs. Outlook Planner being free
 - Nominating committee has selected and approved new members to replace outgoing members

Practical Exercise 1 - Breakout Session

- Co-Convener explained the charge for today's breakout session. Members were given instruction on what will take place in the breakout session.
- Committee split into two Focus Groups: Internal Operations and Staff Recruitment
- Groups need to appoint a facilitator for the discussion, a scribe to document their discussion and someone to report out.
- Review Initiative(s) and determine/prioritize
 - Initiative(s) the group would like to move forward
 - estimate the timeline to fully implement
 - effort and resources involved
 - next steps

Practical Exercise 1 – Report Out

- Each group's spokesperson shared their group discussion/recommendations
- **STAFF RECRUITMENT** – Initiative 14: Mentoring Program
 - Dr. Green – made Mentoring Policy edits, CDO made suggestions on mentor/mentee training.
 - Dr. Green will type up notes and send to CDO
- **INTERNAL OPERATIONS** – Initiative 7.7 – DEI Day
 - Repeat graduations in Employee Newsletter – PIO is working on a recurring calendar – DEI Bragg Box to communicate

- Reasonable timeframe for employees to submit about their floating holiday, by 2nd Tuesday of each month.
- Interview employees to let them know they are important, sense of belonging, example: Without me, Cumberland County OR Because of me, Cumberland County
- DEI video – who is the intended audience?
 1. To be used at recruitment events
 2. First intent is to make people aware of the floating holiday and activities of what the DEIAC does, and then engagement.
- Intranet link to solicit people to report on their floating holiday is with PIO to ensure it is okay to be publicized, it can also be included in future newsletters.
- DEI Day – employees can have a choice to be recorded on a video, Example... Without me, Cumberland County would not... and take all those and create a video to be placed on bright signs or have the video ran while commissioners are in closed session,
- Possible DEI newsletter everything can be contained in one newsletter, like the cultural awareness, DEI floating holiday should be submitted by the second Tuesday of the month and ask How do you plan to use your floating holiday? How do we cap it? -- CDO will bring to next meeting.
- DEI Brochure to handout at events

Adjourned

- Committee members reminded of the next meeting Tuesday, August 20, 2023
- Meeting was adjourned.