



DSDEI
District Services Diversity, Equity & Inclusion Committee
November 12, 2013, Meeting Notes

Members
Present

Co-Chairs:

Sue Rearic	X
Karen Kline	X

Members:

Tim Corcoran	X
Susan Glass	X
Dawn Heuft	X
Linda Jensen	X
Anne Krueger	
Sandy Rosenthal	
Chris Tarman	
Pam Wright	X
Christine Yoshioka	X

1. Report from District-DEI Council

Linda J and Pam W shared the five areas of focus in the strat plan. Site committees should check to see if their activities are incorporating the five areas of focus. Site representatives report the activities to the council.

When developing activities it is ok to concentrate on areas that are specific to District Services.

2. Budget

Sue R. explained that as we develop plans for activities, we can see if funds from the District training budget can be used.

3. Process for events and authorization steps

Committee will forward event proposals to Sue R. and Tim C. for approval and funding authorization.

4. Time away for events

Employees should check with supervisor to request time away from events. The committee decided to schedule events for one hour so that employees are not away from their desks for too long.

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5. Topic suggestions

Susan G. to contact Lauren at Cuyamaca to find out how she secures presenters and topics.

6. Items from the floor

The committee discussed:

- Preparing an FAQ for topics like “What is Diversity?”
- How to help everyone feel welcome.
- Promoting topics beyond the typical months that they are highlighted. We can promote Black History in any month, does not have to be February.
- Community outreach – Noah homes, Salvation Army, etc.

Committee Assignments:

Dawn- link Yvette’s employee spotlight on website.

Pam – Research holiday information and step and cultural events. Interview Eileen for employee spotlight

Tim – newsletter

Anne – draft newsletter, Dawn will provide clerical assistance

Meetings: Next meeting: December 10, 2013, 3:00pm, District Office South (Annex)