

## DEEP Meeting 1/24/2019

Debbie, Miranda, Becky, Pollyanne, Carolyn, Wing, Neelam, Angie, Tom, Robert,

### Recent Events

- Kwanzaa
  - held on December 27<sup>th</sup>
  - Very successful, 160+ people in attendance, Esmeralda Spalding came
  - Crowded, but ELKS Lodge is still very interested in having the continued event at the location, other possibilities include the Matt Dishman Center
  - Will recruit CAAN to assist with next year's event
- Slavic Event
  - held on Jan 10<sup>th</sup>
  - Wing and Commissioner Hardesty attended
  - Dancing/singing/history
  - Debbie resolved the Pcard situation with Svetlana

### Policy Manual

- Miranda and Debbie still working on it
- Need to reassess which sections are still needed

### Affinity Group/DEEP Time Policy

- Cathy Bless is still working on it
- Next steps is to talk with Affinity Group leaders
- There will be a pilot with the affinity groups, Outlook group lists will be given to HR to account for members
- Participant information at events will need to be collected, create a standard sign-in sheet as part of the policy manual
- Time allotment: 2 hours monthly to group leaders, 1 hour of regularly scheduled work time to group members, 12 hours per calendar year for volunteers, 36 hours max for one individual
- Conditions
  - Must use SAP codes to account for time
  - When active, HR will make it an administrative rule
  - Affinity group leaders need to provide a registry of attendees at an event for managers' validation
  - Provide expected hours per month/year for adequate notice to managers
- Will discuss at next Affinity Group leaders meeting and Debbie will follow up with Cathy Bless

### Upcoming Events

- Black History Month – several events being led by CAAN – available on DEEP’s event website, first event is the Proclamation on Jan 30<sup>th</sup>
- Women’s History Month in March – changing their theme to “Agents of Equity: WomXn & Genderqueer Voices in Action” - involving LGBTQ+ groups and other affinity groups
- Wonder Woman awards – Debbie contacted sister artists Satrun to get permission to use their graphic for the certificates and possibly some magnets, waiting to hear back

### Exciting Announcement

- Debbie spoke with Commissioner Fritz who is looking to have affinity groups receive sponsorships more equitably and the Commissioner will be requesting additional funding for DEEP (\$15,000 annually) and the Affinity Groups (\$1000/group or \$10,000 annually)
- Debbie will proceed with filling out the service impacts of equity form and ask Koffi (OEHR) for some examples
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### New employee orientation

- Set to occur monthly at the Ch2m building every second Tuesday of the month
- Wing volunteered to be the coordinator since he is close to the office and used to coordinating volunteers
- Debbie will transfer the table materials to him and let affinity group members know that volunteers are needed to man the tables at the events

### Annual retreat

- Debbie will send out a doodle poll to schedule an April or May retreat

### Pay Equity Study

- Miranda asked for feedback/discussion on the pay equity study
- Angie brought up issues related to the comp/class effort and ongoing repercussions of that
- Becky pointed out that rushed execution was done to meet compliance issues outlined in the state law rather than to meet full equity goals
- Wing reported low morale around BPS and that budget was not designed for these significant increases, similar issues in other bureaus
- Miranda – the study will need to be conducted again in 3 years, potential for DEEP to act as an advocate for improving the methodology and data collection process, ensuring equity managers are included and other equity principles are taken into consideration with the execution, and communication around it all is massively improved

- Debbie will bring it up as a topic for discussion at the next Affinity Group Leader meeting and solicit feedback