

**MINUTES**  
**WORKFORCE DIVERSITY AND INCLUSION COMMITTEE**  
**OCTOBER 22, 2008 3:30 P.M.**  
**BEVERLY LIVESAY CONFERENCE ROOM**

Approved 12/17/08

Present: L. McBean-Clairborne, Chair; C. Hill; C. DeMarco; D. Richardson; S. Martel Moore; K. Herrera; R. DeLuca; L. Holmes; M. Lynch; M. DeSouza; A. Fitzpatrick; B. Doling  
Not Present: K. Belanger; K. Kephart; L. Roberts; P. Carey  
Staff: K. Fuller, Deputy Clerk of the Legislature; S. Moody, Personnel Department  
Guest: Marissa Madrid, Student

**Call to Order**

The meeting opened at 3:30 p.m.

**Announcements**

It was announced that the County is providing free flu shots to employees; Ms. Hill would be inoculating employees in several locations.

Ms. Dooling reported there would be a proposition regarding providing Veteran's additional point credit on Civil Service exams on the November 4<sup>th</sup> ballots.

Ms. DeSouza reported Workforce New York and Borg Warner are planning a transition layoff fair to assist employees. This will take place on November 10<sup>th</sup> from 10:00 a.m. to 12:00 p.m. at the Clarion and employers who may have positions available are being asked to participate. She reported that Greater Ithaca Activities Center would have a "Dessert Hour" hosted by the Delta Sigma Theta sorority this evening from 6:00 – 7:30 p.m. This is to hear from all local candidates regarding the local and presidential races.

Mr. DeLuca reported Franciska Racker Center would be having a presentation "Living the Circle of Courage: Practicing the Four Core Values" by Dr. Martin Brokenleg on November 7, 2008, from 7:45 to 10:00 a.m. There is no cost for the event.

Ms. Fitzpatrick reported on Tuesday, November 18<sup>th</sup> the Diversity Consortium would be presenting a Business Case for Diversity' Education Session in the Borg Warner Room of the Tompkins County Public Library.

Mrs. McBean-Clairborne reported the County Legislature is in the midst of budget deliberations and the WDIC spending plan was discussed. She requested to have \$40,000 in multi-year funding to provide for a Project Assistant or part-time personnel to assist in moving the committee's work forward. At this time it was approved and she is hopeful it would remain in the proposed budget as there is a lot to be done to get everyone educated and on board. She also reported the new County Administrator Joe Mareane has replaced Mr. Whicher. Mr. Mareane has a strong background and knowledge in trying to make diversity matter in an organization. She is hoping to have a meeting with Mr. Mareane to discuss how she would like to see Administration take a lead in diversity. Mrs. McBean-Clairborne spoke of the work Steve Estes, Deputy Commissioner of Personnel has completed with the Diversity Consortium.

**Training Video**

Mrs. McBean-Clairborne spoke of the agenda being amended to allow members to see the video presentation created to assist in diversity training of construction workers. The Committee learned the production cost \$18,000 for the three segments and completed by local vendors. The FMCS grant provided a \$128,000 over a two-year period with a ten percent match. This grant assisted in this production as well as career day, community liaison, pre-construction program, educational speakers, brochures, etc. The first segment included the topics of age and gender discrimination. The second

segment covered the area of racial discrimination and poor treatment of an apprentice; and the third segment dealt with sexual discrimination. The idea was initially to train outside contractors at Cornell University, which was done as a stage production. Following this training event an attempt to find video training on the subject, specifically for construction, without success, and therefore led to the production viewed today. Through partnerships with other groups the video will be used for training members of IBEW, and will be contact FMCS for permission to continue to utilize the video. A facilitator package is being developed as well to use in conjunction with the video.

An extensive discussion occurred regarding how the three segments portrayed various aspects of inappropriate actions or treatment at the workplace. Members of the Committee spoke of how realistic the sets were, noting it would have more of an impact due to the realism. Mr. Richardson spoke of the production taking an entire weekend, twelve hours per day. It was noted how subtle some of the discriminatory actions were.

At this time the Committee spoke of what the County could do internally to be recommended to Administration or Personnel that could help speak to the need for an understanding regarding diversity and inclusion. The previously discussed partnership with Leadership Tompkins to develop ten-minute videos regarding different departments has not yet occurred. It was noted that the language normally used on a construction site would be substantially different from other work settings. It was thought the challenge would be how to develop a guide that would be appropriate across the board, noting what may occur in one department/division, may not be routine in another. Mr. Richardson also noted diversity training is a long process, that it took three years training to start to have significant changes due to individual perceptions, noting individuals acted out badly initially upon receiving training. Ms. Hill spoke of also having to realize it is a lengthy process as some perceptions and opinions have been with individuals since birth. Ms. Doling spoke of training she had received from Jill Fenton and how it brought out many things as a result of various disabilities, color, marital status, etc. Ms. DeSouza spoke of a period of testing that may occur once employees hear what is or is not appropriate behaviors on the job to determine the extent of belief in the sensitivity training outlined.

The Committee spoke of various ways a production could occur, with Ms. DeMarco indicating a desire not to include actual employees in the production to avoid any potential problems as a result of statements made.

Mrs. McBean-Clairborne will meet with Ms. Lynch and review the information presented in order to determine the best course of action to take.

### **Approval of Minutes**

Approval of minutes was deferred to the next meeting.

### **Adjournment**

The meeting adjourned at 5:00 p.m.