

**OFA Diversity Council  
Minutes of Meeting  
August 22, 2002**

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**Attendees:** Ann Hennelly, R. J. Dominic, Stanton Lum, Tammie Herrin, Mary E. Ortiz, Joanne Kemper, Carolyn Lopez-Dematteo, Arlene Simpson Porter, Nana Dayo-Otekumin

**Video Conference:** CASC - Tamika Brown and Sharon Walker  
MASC - Susan Sutherland, Lois Arford, and Laura Kistner  
EASC - Barbara Booker Williams, Anita Holley, George Watkins

**Opening:** Ann Hennelly opened the meeting by greeting the members. The agenda was reviewed and approved by the attendees.

**Minutes:** The Council members reviewed and approved the April 17, 2002, meeting minutes. Paul Lineberger will put the approved minutes on the OFA Diversity Council web site.

**Council Members List:** The following changes to the Council member's list were requested:

Delete SAO, Richard Brooks (The organization no longer exists)  
Bernadette Anderson - change organization from BMF to Diversity  
Delete Ken Tiktin's name  
Change Arlene S. Porter to Arlene Simpson Porter  
Add George Watkins and Anita Holley of EASC

**Alternate Work Plan:** The AWS Plan was not accepted. R. J. Dominic expressed his disappointment with the latest version. R. J. Dominic and George Watkins recommended various changes and will send their comments to Stanton Lum to be incorporated into the Plan. Some suggestions/recommendations were:

Sections 4B and 5B need to be more specific  
Section 6, Mirroring Under Maxiflex, needs to be reworked  
The Q&A's were missing  
All ASCs should be on the same work plan

Because attendance by Council Members differ at each meeting, it's been difficult to reach a consensus on the finalization of the Plan. During the past several meetings, additions, deletions, and changes in content of the Plan have been recommended by some attendees at the various meetings. To come to closure on the Plan, it was agreed by the members attending the meeting that after Stanton Lum incorporates all the current changes, he is to send the Plan out for final review by the members. At the next meeting the AWS Plan should be approved.

**OFA Managing Diversity Plans:** The 1997 version of the OFA Managing Diversity Plan was discussed and the attendees agreed it needs to be updated. George Watkins recommended the ASCs access the 1997 plan on the web. It was suggested the NOAA Diversity Plan could be used as a model. Carolyn Lopez-Dematteo said the NOAA Plan has not been updated since 1998. The attendees will review the OFA Plan and will be ready to discuss at the next meeting.

**Web Site Update:** The OFA Diversity Council web site was reviewed to make everyone aware of the information and related links that are available on the site.

**Action Team Reports:** The attendees agreed the Action Teams have not been active, some members are no longer with the agency and people have been tasked with other projects. It was suggested the SFA bottom 10 be reviewed and, based on them, set up new teams and establish new goals. MASC suggested establishment of a Communications Group with a goal to improve communications in OFA. The members will be prepared to discuss at the next meeting.

**Closing:** Recapped action items discussed during the meeting.

The next meeting date and time TBD.