

Diversity Leadership Council Meeting

Minutes

March 2, 2011

City Hall—Room 222

11:00 A.M.

In Attendance: Cynthia Davis-Gryce (ES), Elaine Lewis (Police Dept), Maria de la Cantera (Public Utilities), Lisa Goodrich (HR), Martin Moran (Fire Dept), John Scott (CLWGas/Customer Service), Betsy Clement (Communications), Ray Joline (Marina), Linda Myers (Finance), Robin Gomez (Audit), Gabe Parra (Building Dept), Jacqueline Clemons (Parks & Rec), Ozell George (Public Services), Bennett Elbo (Engineering), Terry Malcolm-Smith (E&H), Jen Obermaier (Library), Gervis Ochoa (Public Utilities), Stephanie Gilmore (ORLS), Virginia Costa (Fire Dept-Retired-Luncheon Planner).

Cynthia Davis-Gryce called the meeting to order at 1100 hrs.

2011 Diversity Luncheon

The date for the luncheon is confirmed for **Wednesday, April 13, 2011**, at the Public Services complex. Time: 1100-1400 hrs.

Cynthia did a short presentation to the Senior Staff meeting on February 14th and discussed the value and importance of the luncheon. It was agreed that Directors would act as ‘food servers’ on a schedule, depending on their availability. Cynthia will obtain the names and times from each department head. It was also agreed that pending supervisor approval, employees would be permitted to take up to 2 hrs to drive to/from, visit the displays and enjoy lunch, provided it does not interfere with city business. Supervisors can also use this timeframe to stagger the attendance among their various employees so more than one or two can attend from a larger department. Directors will be getting an email from the DLC inviting them to again join us as “servers” for many of the courses like they did last year.

Betsy briefed us on the new electronic luncheon ‘sign-up’ process. Go to: **SignUpGenius.com** and follow the prompts. All DLC members are asked to sign-up this week so there will be a test run before it is released to the city-at-large. Let Betsy know ASAP how it works. Luncheon posters were distributed and Cynthia will email the printable version on Friday. Betsy reported that an article will be printed in the upcoming March issue of *Connections* and a reminder will be included in the City Manager’s April *ViewPoint*.

Cynthia once again asked for suggestions for entertainment/talent that would not be costly. She said she was going to contact Bob Barry to see if his group will play. Gervis said he knew a small jazz band that might play for us and Ozell said he knew of a possible one-man guitar entertainer. They are going to check and let us know the status as to whether they will want to be paid, or if they will play gratis.

Ozell said that he has worked out the plan for the displays and the foot traffic. He is still working on parking, but will make as much parking available to visiting employees as possible.

Gervis will send out the luncheon invitation to the City Council.

Once again, it was mentioned that employees are strongly encouraged to set-up an individual or group display. The Employee Health Center/CIGNA will likely be the main program focus this year. Lisa will get together with Cynthia and work out the details. The “passport” set-up and implementation will be handled by Ray.

Old Business:

Mission/Vision Statements: The final approved version of the DLC Mission & Vision Statements will be emailed to all members this week.

New Business:

Future of DLC: Cynthia mentioned the need for a Chairperson/Co-Chair. Stephanie and Gabe volunteered to co-chair. Elaine will continue to take the Minutes.

The next meeting will be held on **Wednesday, April 6, 2011**. It is imperative that all DLC members attend the April meeting because it is the last one before the luncheon and any issues that come up will need to be discussed and resolved quickly. The council needs the support of each department representative to be successful.

The meeting adjourned at 1145 hrs.

Respectfully submitted,

Elaine Lewis
Clearwater Police Department Representative