

Minutes
Public Service and Trust Implementation
Diversity in the Branch Workplace Committee
January 20, 2009

The Diversity in the Branch Workforce Committee of the Public Service and Trust Commission met in the 4th floor conference room at 90 Washington Street on January 20, 2009 at 1:30 p.m.

Those in attendance:

Linda A. Dow, Counsel, Human Resource Management (Chair)
Eileen Meehan, Personnel Manager, Human Resource Management
Hilda Nieves, Regional Manager, Adult Probation and Bail
Maria Kewer, Personnel Manager, Superior Court Operations
Adam Mauriello, Counsel, Legal Services

The meeting was called to order at 1:40 by Linda Dow.

The first agenda item was the review and acceptance of the meeting minutes from December 30, 2008. After a lengthy discussion, committee members agreed upon several revisions made to the draft. The minutes were then accepted as amended.

The second agenda item was the approval of the final recommendations prepared by committee members. The list of recommendations was accepted and will be included in the draft of the committee's final report.

The committee recommendation on identifying applicants that are fluent in a language other than English as part of the application process was deferred to the Committee on Limited English Proficiency as noted in the minutes from the December 30th meeting. To follow up, Hilda Nieves contacted Judge Maria Kahn, co-chair of the LEP committee, on behalf of the Diversity in the Branch Workforce Committee to request this recommendation be included on their next agenda.

Next, the committee discussed the proposed action plans and outcome measures for each of the final recommendations. Members submitted their input prior to this meeting. Eileen Meehan reviewed that material and discussed her revisions. Following a discussion on those changes, the committee voted in agreement to include the action plans and outcome measures as amended in the draft of the committee's final report.

Adam Mauriello's draft memo on the collection and use of demographic data was distributed and discussed among the committee members.

The meeting adjourned at 3:05 p.m.