**VA Diversity Council (VADC) Meeting Minutes**

September 2, 2009, 1-3 pm

Conference Room 630, VA Central Office

1. Standing in for the Assistant Secretary for Human Resources and Administration and Diversity Council co-chair John Sepúlveda, Willie Hensley, Principal Deputy Assistant Secretary for Human Resources and Administration, opens the meeting and introduces Georgia Coffey, Deputy Assistant Secretary for Diversity and Inclusion, co-chair of the Diversity Council.
2. Diversity Council members and other meeting attendees introduce themselves.
3. Georgia Coffey reviews minutes of prior Diversity Council minutes and the status of the Diversity Council charter.
4. Scott Gould, Deputy Secretary of VA, offers opening remarks and thanks Council members for their work. Mr. Gould offers to return and to provide assistance or resources when needed.
5. Larry Bennett, human resources specialist in the Office of Labor Management Relations, discusses union concerns with Diversity Council charter. Mr. Bennett volunteers to follow up with the AFGE to get their reaction to the charter.
6. Georgia Coffey leads a discussion on special hiring authorities for Veterans. Dennis May, Director, Veterans Employment Coordination Services, say VA’s goal is for 33 percent of VA employees to be Veterans.
7. Tinisha Agramonte, Director of Outreach and Retention in the Office of Diversity and Inclusion, leads discussion on reasonable accommodations:
	1. Tracking requests for accommodations.
	2. Centralized fund for accommodations.
8. Georgia Coffey leads discussion on changes to VA Directive 5975.1, Processing Requests for Reasonable Accommodation by Employees and Applicants with Disabilities.
9. Georgia Coffey introduces Mike Dole, Director of Workforce Analysis in the Office of Diversity and Inclusion, who provides a presentation on grade disparity in VA.
10. Alice Muellerweiss, Associate Deputy Assistant Secretary for IT Human Resources and Career Development, discusses military model of career pathing and the Office of Information and Technology matrix career paths.
11. Willie L. Hensley, Principal Deputy Assistant Secretary for Human Resources and Administration, discusses leveraging career programs, training academies, internships, and mentoring.
12. Georgia Coffey calls for an ad hoc committee on creating career bridges. Alice Muellerweiss, Tinisha Agramonte, and Georgia Coffey volunteered.
13. Willie Hensley discusses VA Learning University survey on employee attitudes toward corporate university at VA Central Office.
14. Mike Dole discusses Equal Employment Opportunity Commission management directive 715, part I, reports manager software, which can produce reports on workforce trends for VISNs.
15. Maxanne Witkin, Director of the Office of Employment Discrimination Complaint Adjudication, reports on findings of discrimination.
16. Alice Muellerweiss discusses information technology positions opening in fiscal year 2010, and recent recruitment efforts in Puerto Rico. Resumes will be accessible in a SharePoint folder for six months. 800 new IT positions are expected in fiscal year 2010.
17. Ralph Torres, Deputy Assistant Secretary for Resolution Management, discusses root causes of employment discrimination complaints and the alternative dispute resolution program. Primary causes of complaints are miscommunication between managers and employees and poor conflict management skills. The Office of Resolution Management is working on a dashboard for customized reports.
18. Carolyn Wong, Director of Training and Communications in the Office of Diversity and Inclusion, discusses an initiative for diversity training.
19. Fernando Rivera, Director of the Washington, D.C., VA Medical Center, discusses the Veterans Health Administration cultural competency initiative, the revision of the charter for the Under Secretary for Health Diversity Advisory Board, and the expected hiring of a diversity and inclusion officer for VHA.
20. Lucretia McClenney, Director of the Center for Minority Veterans, raises the question about creating diversity officer positions in the Veterans Benefits Administration and the National Cemetery Administration.
21. Meeting adjourned.