**Jefferson Lab Diversity and Inclusion July Meeting Minutes**

**Date:** July 29th, 2021

**Absences:** Brandon Singleton, CPO; Cathy Paul, FAC; DeLisa Stanfield, COO; Tina Johnson, ESH;

**Opening Remarks**We will soon be welcoming our new DEI Program Manager, Aurora Realin, to our team on 8/2

Thank you to Yordanka and Wouter for having served on the council as our User Ambassadors. We will now be welcoming **Edward and Daria** to our team as our new User Ambassadors. We are so glad to have you join us!

Thank you to our Council members for moving the conversation around DEI forward at the lab and throughout the lab community.

**Division Action Trackers:**

SharePoint page now up & running. Contact Gina with questions or concerns. CPO & PHY absent; FAC sent update ahead of meeting.

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| **DIVISION**  | **STATUS** | **COMMENTS** |
| ACC – Ashley Mitchell | IN PROGRESS | SharePoint page is a WIP, plans to hold several skip level meetings by end of August, AM & MS to work together on gathering info, quarterly meetings in progress |
| CFO – Michele Khasdis | IN PROGRESS | Jobs posted in Weekly Brief, 3 new opportunities recently opened, Cross Training plan on hold |
| COO – Jacquie Bacon | IN PROGRESS | July’s scheduled meeting canceled due to personal emergency, will look to reschedule |
| CPO – Brandon Singleton | IN PROGRESS | AD has completed all staff ICPS, staff highlights in progress |
| ENG – Ernest Stallworth | COMPLETED | Meeting held in March on compensation/promotion process |
| PHY – Denny Insley | IN PROGRESS | Quarterly meeting held in July on compensation/promotion process, good feedback from staff/participants |
| THY – Raul Briceno | IN PROGRESS | Survey on mentoring program conducted by current and past post docs – mostly satisfied; Group retreat held end of May with discussions on open communications; budget updated – one bridge/joint to be hired – DEI to be considered in hiring process, many outreach programs in progress over summer |

**Demographic Focus Group Meetings**:

Proposal of actions from DFGMs approved by Lab Leadership

Follow-up meetings with Leadership Sponsors and corresponding Council Members have been scheduled with Rhonda Barbosa and Aurora Realin

Meetings to resume late August

**Upcoming Initiatives & Volunteers:**

**Veteran Buddy Program:** Veteran focus group feedback initiative. Intended to increase outreach with newly hired Veterans and JLab veterans, to assist them in transitioning to work at the lab.

**Volunteers:** Rebecca & Michele

**Next Step:** Planning meeting to occur Week of 8/9

**SafeZone Training Update & Facilitation:** Sexual Orientation focus group feedback initiative. Intended to create a ‘safe zone’ where LGBT+ individuals and allies can come to ask questions and engage in thoughtful conversation around LGBT+ subjects and vocabulary.

**Volunteers: Ashley, Andrew, & Jacquie**

**Next Step:** Planning meeting occurred 8-5. Editing meeting to occur week of 8/9

**Upcoming Events & Holidays:**

Hijiri New Year – August 10th

Black Women’s Equal Pay Day – August 13th

Women’s Equality Day – August 26th

**Actions for Next Meeting:**

All Council Members: monitor progress of division goals and demographic focus group solutions as assigned

Report on developments in DFGM space, Veteran Buddy Program and SafeZone Training