

# Oregon National Guard (ORNG) JOINT DIVERSITY AND INCLUSION EXECUTIVE COUNCIL MEETING MINUTES



**PURPOSE:** The Oregon National Guard (ORNG) Joint Diversity and Inclusion Executive Council (JDIEC) advises senior leadership to create and foster an organizational culture where diversity is valued as a factor of personnel readiness and a combat multiplier.

**VISION:** To achieve an organizational culture that values and respects all Soldiers, Airmen and Employees for their diversity and abilities, free from prejudicial barriers, stereotypes and restrictions.

**MISSION:** Cultivate an organization dedicated to mission effectiveness that values diversity and inclusion through analysis, communication, education and mentorship. Ensuring individuals have the opportunity and means to reach their maximum potential.

**DIVERSITY:** A composite of unique individual characteristics, attributes, experiences, abilities and background of our Soldiers, Airmen, Employees, and Family members of the Oregon National Guard.

**INCLUSION:** Being a part of a larger group or organization; making genuine efforts to include others.

**DATE/LOCATION:**

Friday, 18 November 2016, 0900-1500 hrs  
Camp Withycombe, Clackamas, OR. Bldg. AFRC, Room 2110,

**MEMBERS PRESENT:**

Maj Dawn Choy	Chairperson (SEEM)
BG Steve Beach	Senior Advisor (ATAG)
Diana Junker	173 HRA
Jason Brewer	EEO Counselor
Mike Kirkpatrick	41 IBCT
Lauren Katich	Recruiting (HHD 82 BDE)
Dominic Kotz	HHD 82 BDE

**CHAIR:** Dawn Choy (new Chair to be appointed)

**VICE-CHAIR:** Dawn Choy

**RECORDER:** Michelle Johnson (not present)

**Recorder Assigned (this meeting):** Dawn Choy

**COUNCIL ADVISORS:** BG Steve Beach, Col Stuart Mathew

**NEXT MEETING DATES:**

Jan 13 2017 (rescheduled for Feb 7 2017 due to inclement weather)

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## TOPICS:

- **ICEBREAKER:** Introductions, roll call and announcements.
- **Misc admin items:**
  - Hot topics covered from May 2016
    - Website, advertising and info development
    - Distro list for JDIEC attendance
    - ANG & ARNG – learn, cross over and focus
    - JDIEC charter revised - review changes and last call for changes, will submit for TAG signature
    - Plan for FY17- meetings monthly or bimonthly from March – July of 2017 to get some agenda items and goals completed
    - Training opportunities
    - To-do lists
    - Training packet for diversity to distribute
- **Recruiting Updates:**
  - Trends and stats sheet submitted
  - FY16 review of focus, advertising, highlights, events
  - Funding: FARC, VAMP and VIRS options and review
  - Target markets: people of color/minorities - Hispanic, women, Asian
- **Updates:**
  - **Executive Advisor - Beach**
    - Attended Korean event on Dec 7 – Pearl Harbor Day
      - Japanese flags found from WWII (different than the current flags) were given back to the families of those who died
    - Bangladesh International Partnership Program at Intel as well as the ORNG
  - **173 HRA - Junker:**
    - Newly trained, 4-lenses trained, diversity leadership and LCP funding for FY17, ready to get started
- **Training**
  - LCP I&II – coming FY17
  - 4-Lenses Train-the-Trainer – coming FY17
  - PACE – Profession at Arms training – use in current training opportunities
  - Training discussion
    - Sr Leadership conference
    - CGO workshop
    - ORNGA
    - Wing, Brigade, unit training events
    - Student flight and RSP – new enlistees
    - Monthly/quarterly tool kit
    - Speaking on hot topics
    - Funding and resources
    - Task order???
    - Simple and easy package to send out to all
    - Mentorship

# **Oregon National Guard (ORNG)**

## **JOINT DIVERSITY AND INCLUSION EXECUTIVE COUNCIL**

### **MEETING MINUTES**

- **Recruiting – Katich**
  - Get more women in military and combat roles
  - Add diverse demographics
  - Cross train and offer skills
  - Mentor and educate what jobs look like and those who can or may want to vs think they not want to or can't do it
  - Army vs Air – difference in cross training
  - Risk and readiness – while divers and inclusive in combat type jobs, hard to cross train without safety concerns. Better to bring in lower ranking individuals (E1-3 or )1-2) and train than bring a higher rank individual in that won't have the years of training necessary to do the combat type rolls. Think about what the risks willing to accept when making decisions or moving people around to different jobs.
  - Benefits available is a bonus to those interested
  - Units and career fields options
  - Unit visits
  - Analysis of ANG and what does for ARNG to understand
  - Strong definition
  - Sentinel and newsletters
  - Professional organizations
- **Misc discussions**
  - Monthly or bimonthly JDIEC meetings for FY17
  - Regional call – add our JDIEC POCs to their list
  - National meeting – who are our POCs for info?
  - National conference and training
  - Communication up to different dept at NGB (EEO, EO, HRA, recruiting, HRO, TAG, etc)
  - Breakouts – choose couple items and break out into working groups in the afternoons
    - Training and presentations
    - Analysis
      - ANG for Army
      - Army for ANG
    - Website development
    - Strat plan
      - Piece it out into smaller groups, one topic at a time
- **Events:**
  - Sr Leaders Conference – Jan 27-29 at Camp Rilea
- **Due outs:**
  - Katich
    - Training packets and tools (work with Choy)
    - RRC slides and event list
  - Junker
    - Dec drill – 4 lenses class for student flight

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- Beach
  - Copies of old minutes and slides to discuss TAG direction, strat plan and future visit to meeting
- Kotz
  - Other organizational charters
- Choy
  - Resend JDIEC docs to all
  - Get updated distro listing
  - 4 lenses & LCP training dates
  - Meeting minutes from this and previous meeting send out to all

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## Working Groups (work on as we go)

- **Brochure (worked on May 2016)**
  - Creating a revised edition of the old brochure, use for advertising the council initiatives
  - Two sided, trifold or bifold - depending on how much info we want to include. Made a draft drawing of what we are looking to create. Possibility of 6 sections to fill. Example of what was discussed at meeting:
    1. JDIEC main info, group pic, contact info
    2. Talking points and what is Div & Incl
    3. Goals/Initiatives, council mission
    4. Observances-monthly
    5. TBD
    6. Call to action from all units, participation in council activities, change agent, ambassadors, process improvements, etc, and contact info
  - “Act-Fact-Impact” bullet statements of important info
  - Talking points easy to convey
  - Fun facts to note
  - Efforts/Initiatives/training to participate in
  - Simplify documents beyond the CPM
- **Talking Point Card (worked on May 2016)**
  - Part of the brochure but also a stand-alone item so council members have quick talking points to educate and recruit for more involvement/support.
  - Talking points from brochure
    - **Encourage continuous organizational improvement and effectiveness**
    - **Respect and acknowledge individual differences in culture, background and experience.**
    - **Promote professional and personal development**
    - **Build teams through mentorship and relationship**
    - **Why Diversity and Inclusion?**

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## **JOINT DIVERSITY AND INCLUSION EXECUTIVE COUNCIL**

### **MEETING MINUTES**

- **Mission success**
- **Expand capabilities**
- **Team improvement – retention and performance**
- **Charter:**
  - Everyone is an ambassador so no need to designate 1-2 in that role on charter
  - Final revision draft is completed. Needs to be sent out for final approval by council.
- **Strategic Plan – Goals revision**
  - Simplify goals and wording
  - Working document that guides what the council initiative are for the 5 yr timeframe
  - Cross check state and diversity version
  - Once final draft is completed – send to all major components if want to provide input (142 FW, 173 FW, 41 Brigade, 82 Brigade, JFHQ)
- **Recruiting Goals**
  - How can council assist in recruiting efforts and initiatives
  - Need recruiters to send updates and events to council to assist with
- **Activities/Observances/Events**
  - One all-inclusive event one-time year
  - Few smaller events each year
  - Integrate diversity events/observances into other events going on (family day, unit gatherings, celebration or training events, recruiting events, etc)
- **Webiste**
  - Need 2 owners/POC to develop and manage this page
  - OKO, GKO, sharepoint
  - Calendar of events
  - Meeting minutes, goals, agenda
  - Exportable training packet and tools to use
  - Mission, vision, purpose – banner at top
  - CPM for diversity and Inclusion
  - Charter and Strategic Plan
  - POC for council
  - Links to Sentinel, HR, HRA, Wing pages, etc
  - National alignment and POC list
  - Regional alignment and POC list
  - Training opportunities and events

#### **Revolving Meeting tasks:**

- Working groups:
  - Strat plan
  - Recruiting goals
  - Activities
  - What to do with our demographic info

# **Oregon National Guard (ORNG) JOINT DIVERSITY AND INCLUSION EXECUTIVE COUNCIL MEETING MINUTES**

- Army Recruiting – Montgomery
  - Technology information
- Recruiting (both ANG/ARNG)
  - Enlist numbers
  - Attrition rate losing numbers
  - Organization retention rate
  - Rank vs demographics data
  - Trend gathering (each year to compare with previous 5 & 10 yrs) to see if any changes have occurred with initiatives, efforts and awareness.

**Pending items (discussed at other meetings):**

- Swift (red white and blue) fitness events like base fit
- Ambassadors in the community. Have one of them come speak to us about their best practices on marketing a diversity message out there, mentoring and bridging the gap between us and the community.
  - Blazer team members
  - Rogue Brewery
- Need diversity and inclusion slogan for council to use as marketing tool to get our message out there.
- How to engage more people, buy in from senior leadership, more working groups, more doing and less meetings, more action items, what different colors mean to different people, keep our boots filled with the right type of people
- TAG visit council meeting
- Discussion on whether or not we are following minorities throughout their career, are we keeping them in a unit they don't feel comfortable in, allowing them to drill for a day to see if they like being part of that unit
- Articles still needed regularly – get your message, thoughts, information, initiatives out there
- Facebook page – who will be the main POC
- Future meetings: morning executive meeting first 2 hrs, working groups in afternoon
- SEPM positions available
- Brochure with talking points, elevator speech bullets
- Add diversity training into other training events

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**ONGOING MONTHLY EVENTS/OBSERVANCES:**

**JANUARY**

-Martin Luther King Jr. .

**FEBRUARY**

-African American/Black History Month

**MARCH**

# **Oregon National Guard (ORNG)**

## **JOINT DIVERSITY AND INCLUSION EXECUTIVE COUNCIL**

### **MEETING MINUTES**

-Women's History Month

#### **APRIL**

-Holocaust Remembrance Day/Week

-Sexual Assault Prevention and Awareness Month

#### **MAY**

-Pacific Islander Heritage Month

#### **JUNE**

- LGBTQ Awareness

-“Juneteenth” Celebration

#### **JULY**

- none

#### **AUGUST**

-Women's Equality Day (26<sup>th</sup>)

#### **SEPTEMBER**

-Hispanic Heritage Month (15 Sep-15 Oct)

#### **OCTOBER**

-National Disability Employment Awareness Month

#### **NOVEMBER**

-National American Indian Heritage Month

#### **DECEMBER**

- none

- Current SEPM's assigned are:
  - Women's History = Maj Scott
  - Black Heritage = TSgt Green
  - Hispanic Heritage = vacant
  - Asian-Pacific Islander = TSgt Green
  - American Indian/Alaska Native = vacant
  - People with Disabilities = vacant
  - Holocaust Remembrance = SMSgt Shepherd
  - Veterans = TSgt Green
  - Other non-DoD required observances are available to participate or lead as well.