

Employment Diversity Committee of the CDICR

November 7, 2016, 1:30 p.m. – 3:00 p.m.

Brookline Public Health Building – Library

Committee Members Present: Sandy Batchelder, Alex Coleman, Kelly Race

Also present: Lloyd Gellineau, Caitlyn Haynes

Absent: Ginny Vaz

Reporter: Kelly Race

Minutes

Meeting Minutes

The Committee approved the minutes of the 9/7/16 meeting with one minor edit.

EEO Policy

Lloyd has sent an email to the HR Board chair. The chair responded that they would be happy to have us there but we need to contact Sandra DeBow to get on the agenda. Lloyd has forwarded that email to Sandra to request again that we be able to present the EEO Policy.

Lloyd is meeting with Mel and will review the 3 lines in the EEO Policy that refer to the Town Administrator.

After approval by the HR Board we will go to the BoS.

EEO Statement

The EEO Statement has now been added to the Town website. When someone clicks on “Job Opportunities” the revised EEO Statement appears at the top of the page. Kelly will check on the longer statement.

Town Hiring Process

We reviewed and added additional questions. Kelly will write up a summary of the questions for Lloyd to share with Human Resources to see if Sandra or the assistant director will meet with us to answer our questions on the process.

Next Meeting

We will hold December 5th, 8th, and 15th for Lloyd to work with Sandra DeBow’s schedule.