

December 15, 2020 2:30 p.m. – 3:30 p.m. on Go- To Meeting

# DEI Advisory Committee Notes

## Attendance

**General Manager/Co-Convener**, Vicki Evans

**General Manager/Co Convener**, Brenda Jackson

**Public Information Office**, Cheribeth Thomas

**Members Present:**

Al Florez, Alissa Brashear, Alvin Chestnut, Annie Thomas, April Kelly, Cynthia McKinley, Denise Schunk, Garry Crumpler, Hardin Brown, Ivonne Mendez, Jared White, Jennifer Green, Kelly Moore, Mia Kaleiwahea-Perry, Nora Armstrong, Ricky Hair, Sara Reyes, Telise Chavis, Timothy Middleton, Tye Vaught and Vincent Evans

**Members Absent:**

Anila Ashraf

## Welcome

- Co-Conveners welcomed the members back.

## General Discussion

- 11.17.2020 meeting notes were approved through consensus.
- Updates were provided on:
  - K.L. Scott & Associates Consultants
  - Training opportunities available through HR provided by John Holmes.

## Practical Exercise 11.17.2021 Meeting Recap

- Members broke into groups at 11.17.2021 meeting to reach consensus on one of the following:

2. Keep the current County Holiday Schedule but change the names of religious holidays ex. changing Christmas to Winter Holiday and either ...
  - A. adding one floating day
  - or
  - B. take away Good Friday to add one floating day

3. Maintain twelve (12) paid County holidays.

Ten (10) of these would remain static and would be consistent throughout Cumberland County Government:

- 1) January 1 - New Year's Day
- 2) Martin Luther King, Jr. Day
- 3) Memorial Day
- 4) July 4 - Independence Day
- 5) Labor Day
- 6) November 11 - Veterans' Day
- 7) Thanksgiving
- 8) Day after Thanksgiving
- 9) December 25th – Christmas Day
- 10) December 26<sup>th</sup> – Day after Christmas

Two (2) of these will be “floating” holidays to be administered as follows:

- 1) Current employees receive two per year. Newly hired employees hired before July 1 will receive a floating holiday to be used between January 1 and June 30 and one to be used between July 1 and December 31; newly hired employees hired July 1 or after will receive one floating holiday to be used between July 1 and December 31.
- 2) Current employees shall request their two floating holidays by December 15<sup>th</sup> for the very next calendar year to allow for supervisors and department heads to plan; newly hired employees will make their request during onboarding.
- 3) Department heads must approve the employees' requested holidays in advance of being taken.
- 4) It is mandatory for all employees to take their approved floating holidays each year.
- 5) Upon termination or end of year, floating holidays will not be paid or carried forward.

On the current holidays of Good Friday and Christmas Eve, County will be open to the public but at a decreased capacity. Some services may not be available to the public on those days. In all cases, if the day of the holiday falls on a Saturday, the holiday will be recognized on the preceding Friday; if the holiday falls on a Sunday, the holiday will be recognized on the following Monday.

- Group narrowed recommendations to the following:

**Group 1:** Did not reach consensus and were divided among option 2b or 3.

**Group 2:** Reached consensus on option 3.

**Group 3:** Reached consensus on option 2a.

- Group 1 convened through email and the majority of the group chose option 3

## Practical Exercise – Follow-up

- Members discussed whether recommending multiple recommendations or just one recommendation.
- Committee reached consensus on moving forward Option 2 and Option 3.

## Next Meeting

- Human Resource 90 Minute Training on Diversity, Inclusion and Unconscious Bias
- Provide committee with revised copy of recommendations.
- Provide update of any feedback provided by Executive Steering Committee

## Adjourned

- Committee member reminded of the next meeting date, time and location.
- Meeting was adjourned.