

**FWP Conference Call
Meeting Minutes
Friday, October 9th, 2009
12:10-1:00 PM ET**

ATTENDEES: Michelle Crockett, Sue Webster, Bernice Waller, Cecelia Davis, Wanda Killingsworth, Carolyn Malone, Cecelia Davis, Debra Hobbs, Janet Kopenhaver, Linda Fresh, Rhonda Ward, Denise Elbert

NOT IN ATTENDANCE: Rhonda Trent, Patt Franc, Tammie Kierstead, Donna Knight

I. Opening Remarks

1. Debra Hobbs has been appointed as FEW's National Special Assistant for the FWP.
2. Debra Hobbs is the FWP Program Manager at the Defense Supply Center, Columbus.

II. *Resolution Issue #1. Determine the status of the Federal Women's Program in all major departments and agencies through whatever means is necessary.*

1. Members of FEW's NBOD met with OPM's John Berry to discuss FEW's mission, the FWP Resolution, and to request that he sign our partnership agreement. Mr. Berry suggested FEW broaden its umbrella and include groups with similar issues, he also suggested FEW hold a summit and invite these groups to discuss concerns and develop actions to address concerns.
2. Tina Chen (White House Council of Women and Girls) shared groups they are affiliated with, and Janet is working on a similar list which should be completed early next week.
3. FEW needs to communicate with these groups to determine issues.
4. Michelle Crockett stated that we need to be very clear as to where we are with the FWP Resolution. The current reality is that federal agencies are dealing with lack of opportunities for Hispanics and persons with disabilities.
5. Members of the Task force discussed the validity of the FWP Resolution and if the actions are achievable.

II. *Resolution Issue #2. Construct and maintain a current contact list of the Federal Women's Program Managers (FWPM) in these major departments and agencies, both in Washington, D.C. and throughout federal installations in the U.S. and abroad.*

1. FEW needs a comprehensive list of all agencies and EEO directors. Each director should be sent an email asking them to provide the names of FWPMs.
2. EEO directors need to set clear guidelines or issue revised instructions for the FWPMs. The white papers FEW provided are a good place to start.
3. Debra Hobbs stated that agencies need to be held accountable for their FWP
4. Carolyn Malone stated that you must have a specific number of employees to have a FWP field rep otherwise the PM is regional or collateral.
5. Janet Kopenhaver stated that this issue has been addressed. Collateral duties are not being given the allotted 20% as designed. PMs are not receiving guidance.
6. This action is still viewed as valid by the task force.

- III. Resolution Issue #3. Communicate with these FWPMs to obtain annual documentation: a) of FWP activities, b) agency funding for FWP activities, c) FWP training and development plans, and d) the current status of women in these major departments and agencies.**
1. Denise Elbert, FWPM for Hill AFB, stated that the air force has a handbook, but clarification for position still had to be requested.
 2. Linda Fresh suggested that we add a request related to the status of the PM (Full Time/Collateral/Contracted)
 3. Rhonda Ward stated the small bases will never have a full time FWPM.
 4. Debra Hobbs added that the 20% allocated time is not monitored at her facility.
 5. Wanda Killingsworth stated that this is very similar to the survey question which garnered no responses. She also suggested we go back to the resolution maker (Patt Franc) as we may not have the authority to request this information.
 6. Sue Webster suggested that the EEOC/OPM could obtain better data.
 7. Michelle Crockett stated that moving forward with this action will require sweeping changes however parts of this resolution are not realistic.
 8. Sue Webster stated that it is helpful to get some thoughts down on this action.
- IV. Resolution Issue #4. Reissue the recent Survey on Women and the Federal Women's Program, and study and publish the results.**
- V. Resolution Issue #5. Complete this Plan of Action and report back to the membership at the Annual Membership Meeting held during the 2009 National Training Program in Orlando, Florida next July.**
- VI. Resolution Issue #6. Publish monthly progress reports to the membership beginning in September 2008, on the actions taken to complete this resolution on FEW's website www.few.org and bi-monthly in FEW's News & Views.**
1. Updated information does appear on the FEW FWP web page.