

FWP Task Force Conference Call Minutes
Friday December 4, 2009
1:00 PM ET

In Attendance: Janet Kopenhaver, Donna Knight, Debra Hobbs, Cecelia Davis, Carolyn Malone, Bernice Waller

Not in Attendance: Sue Webster, Denise Elbert, Patt Franc, Wanda Killingsworth, Rhonda Trent, Rhonda Ward, Michelle Crockett, Linda Fresh

- I. *Resolution Issue #1. Determine the status of the Federal Women's Program in all major departments and agencies through whatever means is necessary.***
1. Discussion of suggested dates to hold the summit:
 - a. March 15-19, 2010 is not a good week. March is Women's History month so will be a busy month. (Carolyn Malone)
 - b. FWP Task Force needs to collaborate with John Berry's office to see what dates will work.
 - c. Mid-May (Wednesday 12-14), Lobby Day may be an option since travel expenses are already made for NBOD members. May 12th may be the best day to have the summit. However we need to find out how long the summit will be.
 2. For the FWP portion of the summit it was suggested to add upward mobility programs for women. In particular, to prepare persons for SES positions. Some agencies have these programs but do not utilize them. (Donna Knight)
 - a. There is mention of mentoring programs and manager information. ***ACTION ITEM:*** Janet Kopenhaver will confirm if this is factual.
 - b. One of the complaints is that there is not money allocated for the programs/out-of-pocket expenses. A budget is needed. The money is allocated to the EEO program and should be allotted to the FWP program from there but perhaps it is not happening. (Donna Knight)
 - c. Suggestion that there needs to be language/transparency stating that the money will be allocated as needed. (Donna Knight)
ACTION ITEM: Janet Kopenhaver will add language/transparency in regards to the allocation of money to FWP programs within the literature and the OPM office can/will cut out what is not needed.
- 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.***
- a. Need to get OPM involved in this matter. (Carolyn Malone) The EEO departments should have lists.

- b. **ACTION ITEM:** Bernice Waller will touch base with Veronica to find out if the departments have the lists.
- c. Veronica wants to have a meeting with Sue in March.

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.*

- a. Action from issue #2 pertains here as well.
- b. If a list is obtained, we can put together a spreadsheet. (Carolyn Malone)
- c. EJ Westley has a comprehensive list from a meeting she had previously. (Janet Kopenhaver) **ACTION ITEM:** Debra Hobbs will touch base with Linda Fresh to obtain the information as well.
- d. Linda Fresh is trying to get the FWPIC organized. Her position is obtained through election. FWPIC would be an outstanding resource for FEW, however until they receive full support from their agency, would they be helpful to FEW
- e. Deadline to obtain the needed lists is Friday January 15, 2010.
- f. Carolyn Malone suggested 1/25 or 27th to have Veronica (Acting Director of EEOC) meet with Sue Webster since Sue will already be in Washington, DC. Response from Veronica is pending.

IV. *Resolution Issue #4. Reissue the recent Survey on Women and the Federal Women's Program, and study and publish the results.*

- a. The issue was discussed and decided that this would be removed as an action item.

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.*

- a. Michelle Crocket gave a presentation on this at the NTP 2009. Updates will be given at the NTP 2010.

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.*

Additional Comments:

- 1. Donna Knight mentioned that women from her office do not have concrete information on how FEW is helping them legislatively. Therefore they are hesitant about joining FEW. Suggested that more concrete information is needed.
 - a. Two surveys to the FEW membership has been done about pay for performance paper and how EEOC can help. Results will be presented to John Berry. This is an example of benefits of FEW memberships.

Other groups do not have the opportunity to present their ideas directly to John Berry. FEW member input and concerns are what is presented to him.

ACTION ITEM: Janet Kopenhaver- Revise language to implementation literature.

2. Donna Knight- FEW's history "legislative works/efforts" needs to be advertised better for the younger generation FEW members, Facebook, website, etc.
3. The problems identified with the FWP will be discussed with John Berry. He requested a tentative list of attendees and agenda. (Carolyn Malone). **ACTION ITEM:** Janet. Kopenhaver will put together an agenda.
4. DLA Equity work group (FWP focus group): Indicated that the DLA agencies based on stats received need to improve recruiting and advancement of white women in top positions at DLA. They are soliciting help from all of the FWP Managers in DLA.
5. Suggested time for next meeting 1:00 pm-2:00pm.