

SCHEDULING NOTE

Title: BRIEFING ON EQUAL EMPLOYMENT OPPORTUNITY, AFFIRMATIVE EMPLOYMENT, AND SMALL BUSINESS (Public Meeting)

Purpose: To provide the Commission with a semi-annual update on the progress and opportunities related to equal employment opportunity, diversity and inclusion and small business.

Scheduled: December 15, 2016
9:30 a.m.

Duration: Approximately 2 hours

Location: Commissioners' Hearing Room, 1st FL OWFN

Participants:

Presentation

Michael Weber, Acting Deputy Executive Director for Materials,
Waste, Research, State, Tribal, Compliance, Administration,
and Human Capital Programs

60 mins.*

Pamela Baker, Director, Office of Small Business and Civil Rights

Anthony Barnes, Affirmative Employment and Diversity
Management Program Manager

Anthony Briggs, Small Business Program Manager

Daniel Dorman, Regional Administrator, Region I

Margaret Doane, General Counsel, Office of the General Counsel

R. Lynne Finch, Chair, Veterans Employee Resource Group

Topics:

- Opening Remarks
- Civil Rights Program Status, Progress, and Opportunities
- Outreach and Compliance Coordination Program Progress, and Opportunities
- Affirmative Employment and Diversity Management Program
- Small Business Program
- Office Presentation
- Region Presentation
- EEO Advisory Committee Joint Statement
- Concluding Remarks

Commission Q & A

30 mins.

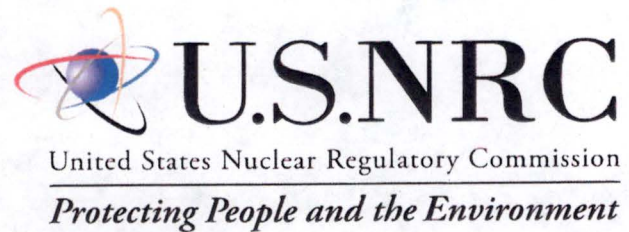
Discussion – Wrap-up

5 mins.

Sheryl Burrows, President or **Maria Schwartz**, Executive Vice President of the National Treasury Employees Union, will be invited to sit in the well. The Chairman will ask for union remarks, as permitted, under the formal meeting provision of the Collective Bargaining Agreement.

Miriam Cohen, Chief Human Capital Officer, will also be seated in the well.

*For presentation only and does not include time for Commission Q & A's



Commission Briefing on Equal Employment Opportunity, Diversity and Small Business

December 15, 2016

Communicating Safety Across Many Cultures

Pamela R. Baker
Director

Office of Small Business and
Civil Rights

Communicating Safety Across Many Cultures

- Civil Rights
- Affirmative Employment and Diversity Management
- Small Business
- Office of the General Counsel
- Region I
- EEO Advisory Committees' Joint Statement

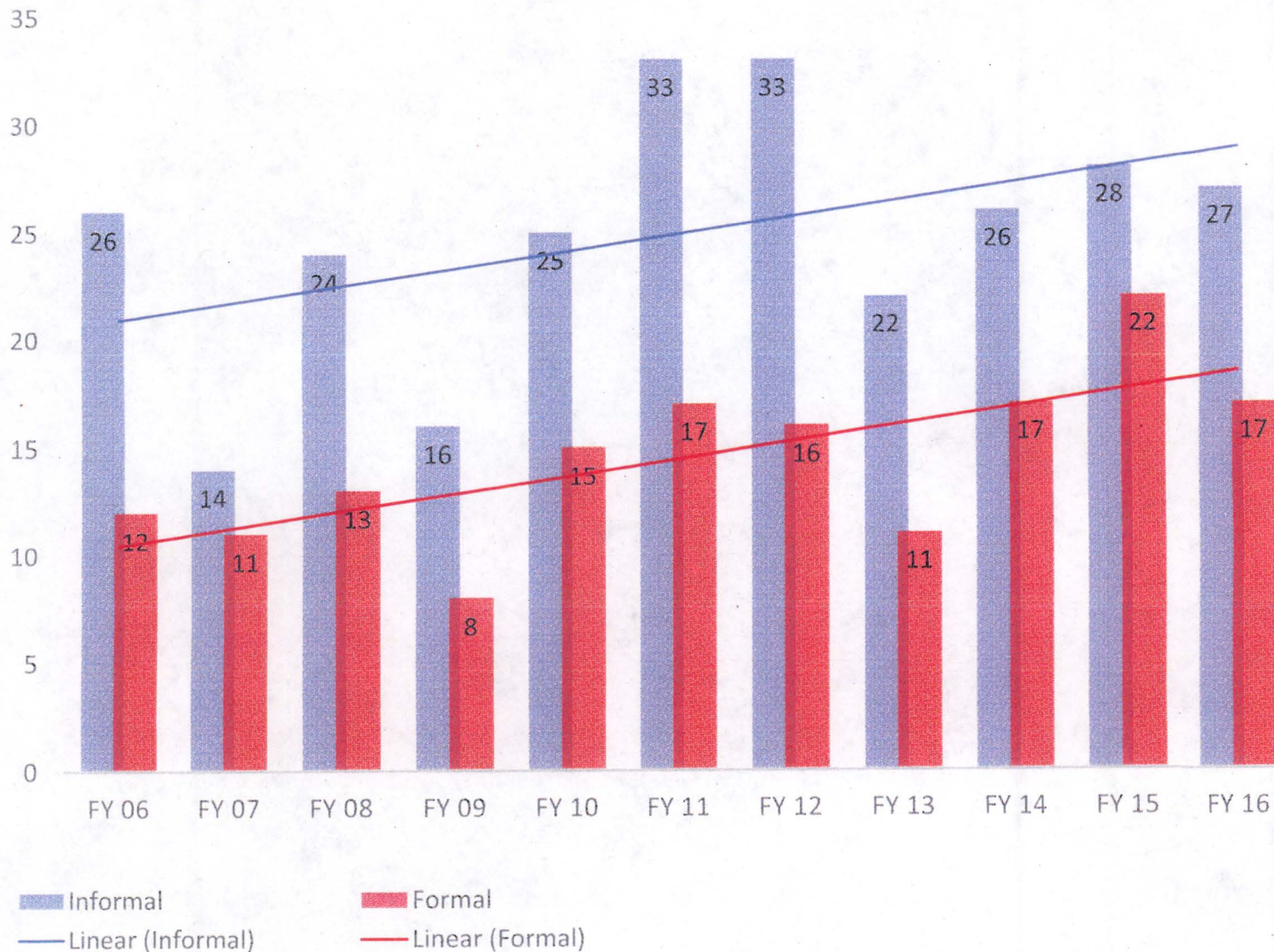
Aligning For The Future

- Focusing on Core Work
- Acquiring Required Skills
- Enhancing Agility

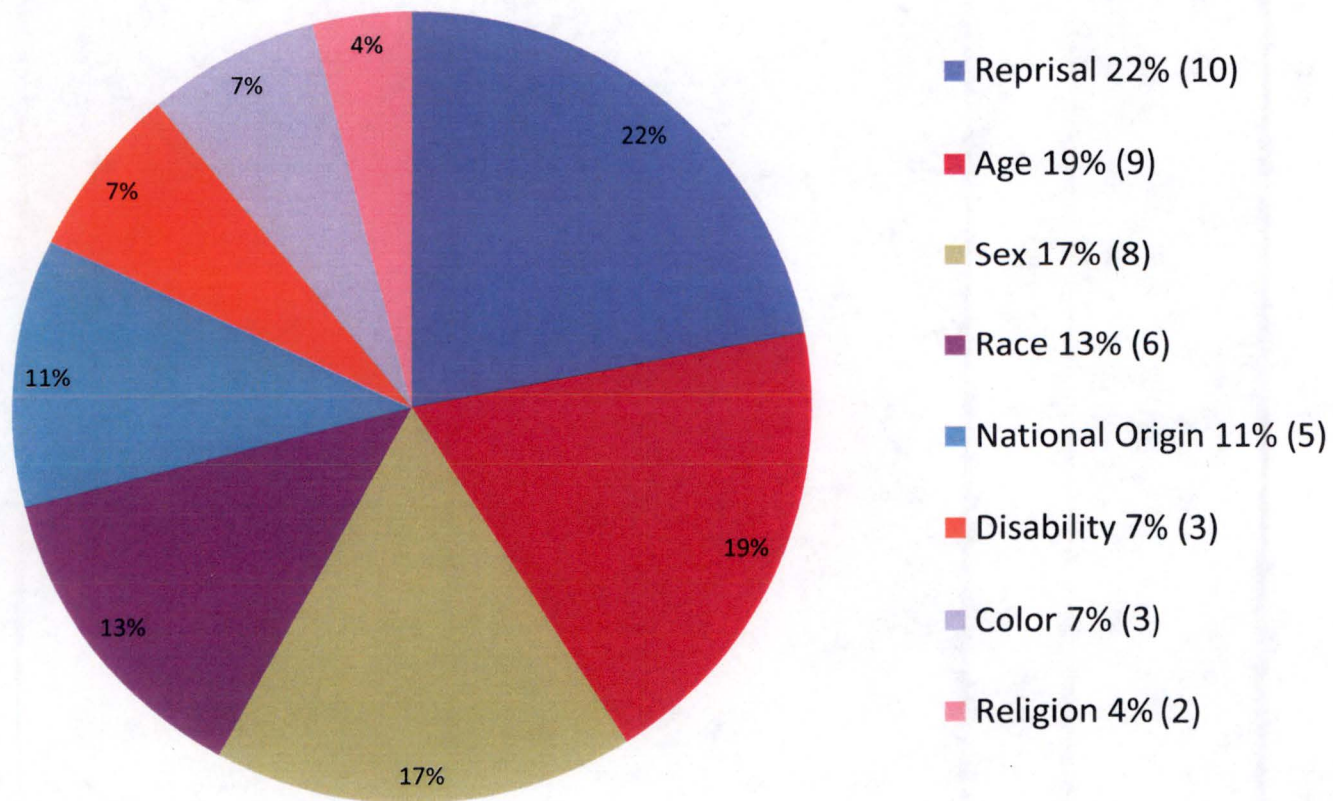
Ensuring Civil Rights Program Integrity

- Assessing Activity and Workload
- Examining Case Complexity
- Proactively Resolving Complaints

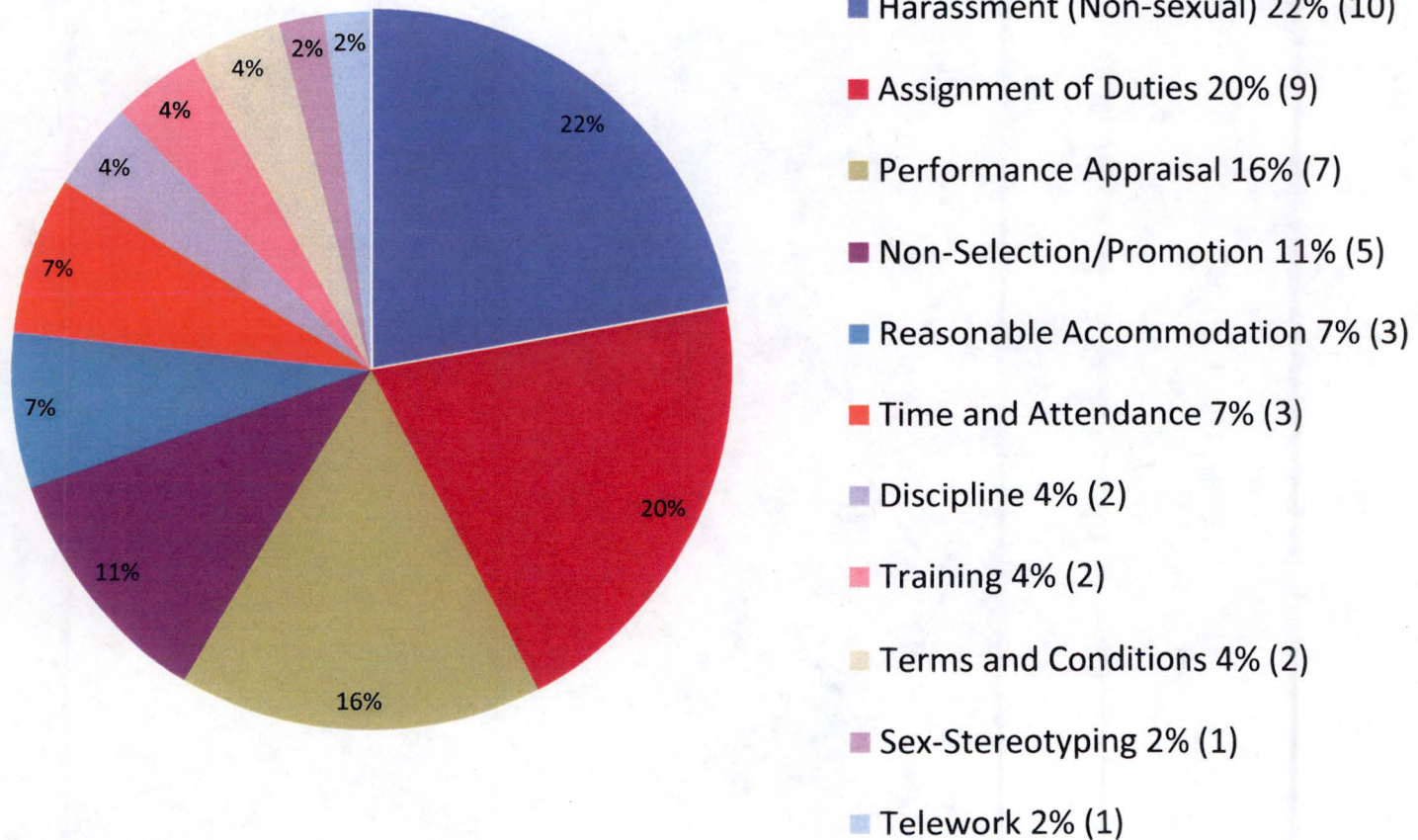
All Complaints (Informal and Formal) Filed FY 2006 - FY 2016



Formal EEO Complaints Filed During FY 2016 by Bases



EEO Complaints Filed During FY 2016 by Issues



Resolving EEO Complaints

- Settlements:
 - Mutual agreements
 - Occur at any time
- Alternative Dispute Resolution (ADR) Program
- Encourages Open Communication

Strengthening Communication Through Cultural Awareness

- Increasing Understanding
- Expanding DIALOGUE



Affirmative Employment and Diversity Management Program

Anthony Barnes
Program Manager

Diversity and Inclusion

- Workforce Demographics
- Understanding Implicit Bias/ Micro Inequities
- Continued Commitment to the New Inclusion Quotient (IQ)
- New Government Wide D&I Strategic Plan



Workforce Demographics

- In FY2016 the NRC workforce was 8.8 percent smaller than it was in FY2015 and 14 percent smaller than it's peak size in FY2010
- Despite the smaller size, the race, gender and national origin representation is either at or within 1 percent of its five year average
- FY2016 saw the smallest number of NSPDP hires since FY2012

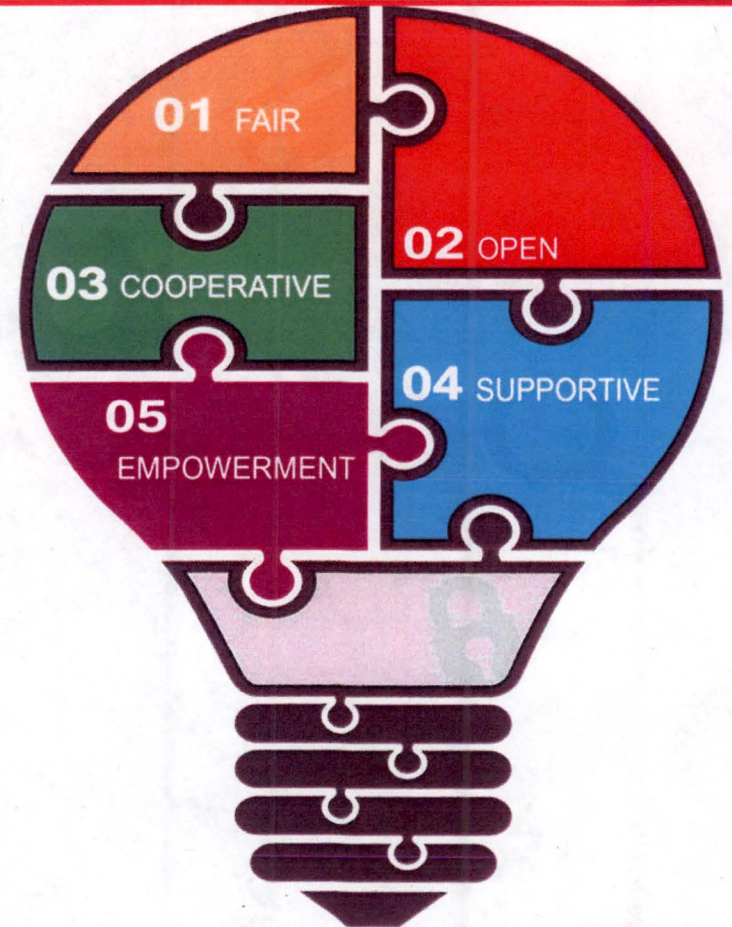
Understanding Implicit Bias/ Micro Inequities

- Why is it Important?
 - Affects us in an unconscious manner
 - Challenges even the most well intentioned and fair minded individual
 - Results in actions and outcomes that don't always align with stated intentions
 - Everyone has Implicit Bias regardless of Race, Gender, Ethnicity, or Age
 - No one is Immune

<https://implicit.harvard.edu/implicit/iatdetails.html>

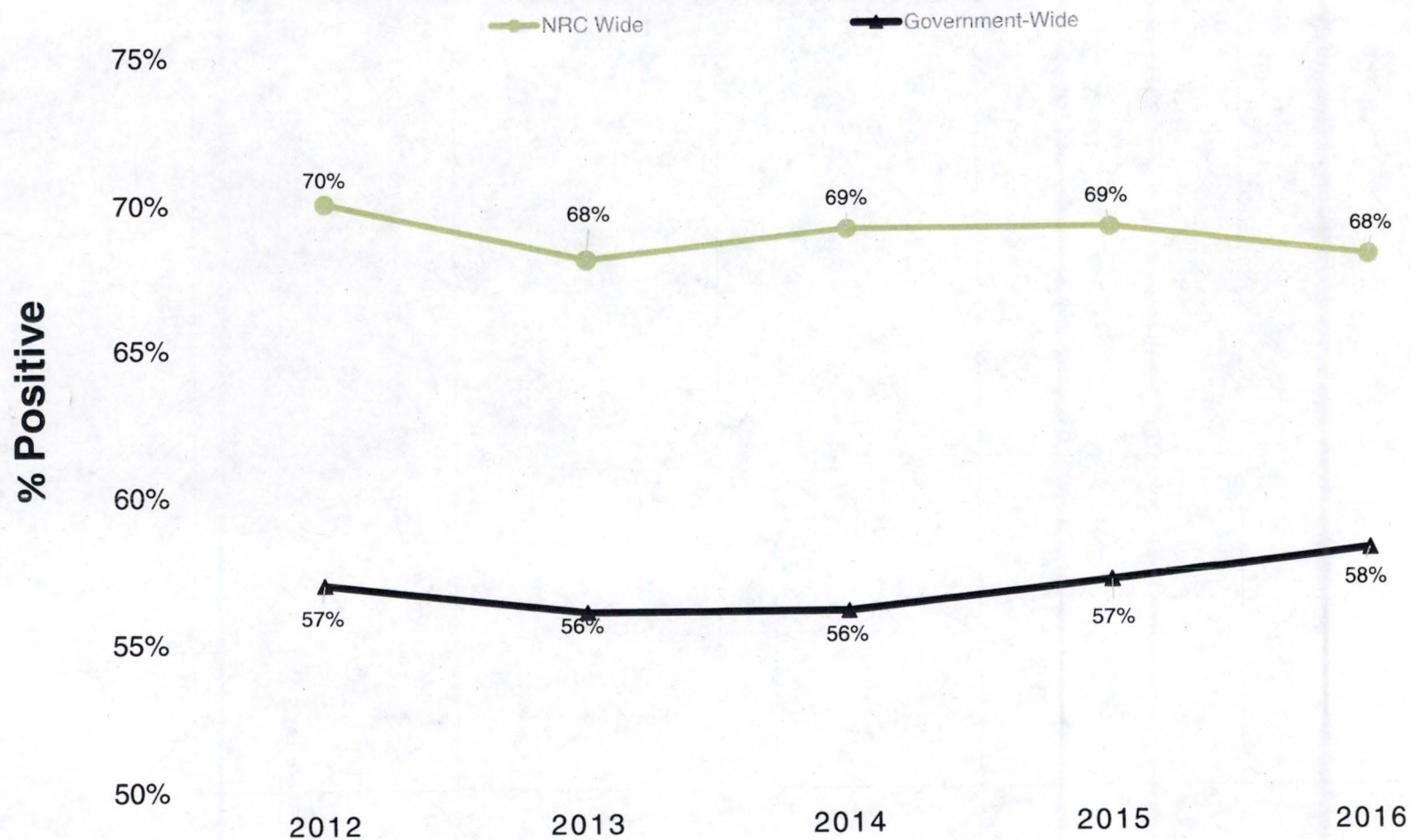
USING THE NEW IQ TO BOOST DIVERSITY AND INCLUSION

1. **FAIR:** No favoritism, Coercion for Partisan Political Purposes, or Prohibited Personnel Practices Tolerated
2. **OPEN:** Creativity and Innovation is Rewarded and Poor Performer's are Addressed
3. **COOPERATIVE:** Collaboration and Communication is Supported and Promoted
4. **SUPPORTIVE:** Respect and Support for work life balance and Performance Management feedback and accountability
5. **EMPOWERMENT:** Information, Personal Encouragement and Respect needed to do jobs well

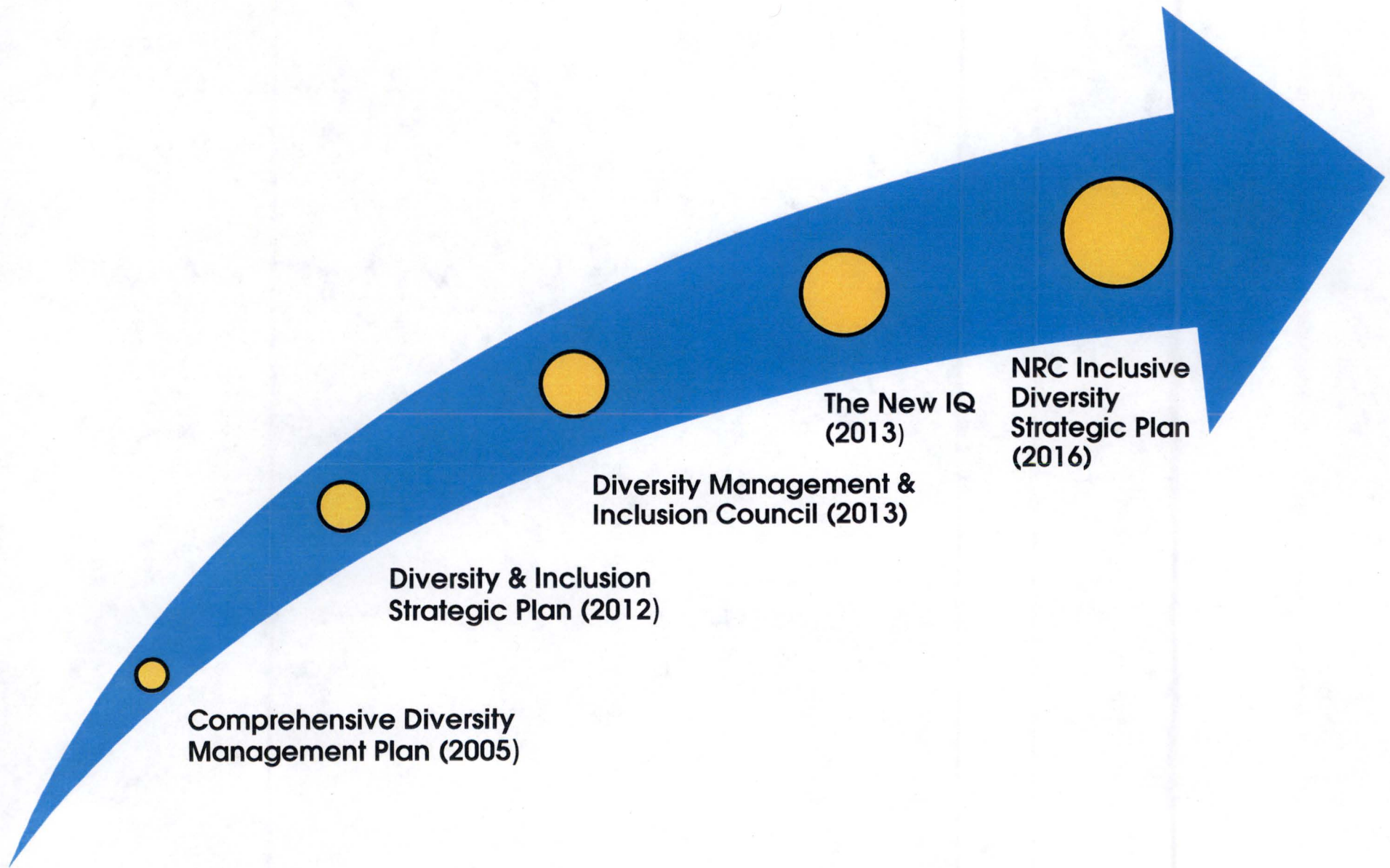


THE NEW IQ
inclusion quotient
WE ARE SAFER TOGETHER

5 YEAR IQ TRENDING NRC VS. GOVERNMENT



Journey to Inclusive Diversity



New 2016 NRC Inclusive Diversity Strategic Plan

- Goal # 1: Diversify the Federal Workforce Through Active Engagement of Leadership
- Goal # 2: Include and Engage Everyone in the Workplace
- Goal # 3: Optimize Inclusive Diversity Efforts Using Data-Driven Approaches

Small Business Program

Anthony Briggs
Program Manager

Maximizing Small Business Opportunities in Achieving NRC's Mission

- Compliance
 - ADM, OGC, OIG, and Federal agencies
- Technical Assistance
 - Offices, Regions, and AMD
- Outreach
 - Business Community



Striving for Small Business Optimal Performance

- FY 2015
 - SBA Scorecard Grade of "A"
 - 5/5 Goals Achieved
- FY 2016
 - Scorecard Grade Pending
 - 4/5 Goals Achieved
 - Largest Percentage to Date to SDVOSBs

Nuclear Regulatory Commission			
FY2015 Small Business Procurement Scorecard			
			A
			117.80%
FDPSAG Prime Contracting Data as of Feb. 20, 2016 eSRS Subcontracting Data as of Mar. 14, 2016			
Prime Contracting Achievement:			
	2014 Achievement	2015 Goal	2015 Achievement
Small Business	35.52%	25.00%	31.14% (\$74.6 M)
Women Owned Small Business	10.06%	5.00%	8.76% (\$21.0 M)
Small Disadvantaged Business	18.05%	5.00%	15.95% (\$40.9 M)
Service Disabled Veteran Owned Small Business	4.47%	3.00%	3.89% (\$9.5 M)
HUBZone	2.56%	3.00%	3.00% (\$7.4 M)
Subcontracting Achievement:			
	2014 Achievement	2015 Goal	2015 Achievement
Small Business	78.20%	45.00%	87.70%
Women Owned Small Business	3.00%	1.00%	11.60%
Small Disadvantaged Business	23.00%	5.00%	18.80%
Service Disabled Veteran Owned Small Business	0.80%	3.00%	3.00%
HUBZone	0.30%	3.00%	2.80%
Success Factors			
Plan Process Success Factor Grading Scale: Factor Subtotal Score / 7			Peer Review Score
1. Commitment to Small Business Utilization - The Agency demonstrated, through action and documented evidence, a commitment to utilize small businesses to obtain goods and services.			1.00
2. Effective Engagement of Senior Level Managers in Achieving Small Business Goals - The Agency's senior leadership (i.e. Deputy Secretary, Chief Acquisition Officer, Senior Procurement Executive, senior program managers, and OSD/OU Director) demonstrated, through action and documented evidence, that they have clearly communicated the importance of achieving the agency's Small Business contracting plans through the chain of command to the contracting officer level.			1.00
3. Data Quality of Small Business Contracting - The Agency demonstrated, through action and documented evidence, a commitment to small business contracting data quality.			1.00
4. Training of Acquisitions Staff - The Agency demonstrated a commitment to small business utilization through regular training of acquisitions staff on the issues/policies/regulations impacting small businesses.			1.00
5. Outreach to Small Business - The Agency demonstrated, through action and documented evidence, a commitment to growing their small business supplier base and expanding awareness of contracting opportunities for small businesses.			1.00
6. Bundling Avoidance, Justification and Mitigation - The Agency demonstrated, through action and documented evidence, a clearly communicated policy to address and mitigate the adverse effects of contract bundling on small businesses. (If applicable dollar threshold for the agency, see FAR Subpart 7.104.)			1.00
7. OSD/OU Organization - The Agency demonstrated, through action and documented evidence, compliance with Section 1691 - Officers of Small and Disadvantaged Business Utilization - of the National Defense Authorization Act (NDIA) of 2013.			0.87
Prime and Subcontracting Grading Scale: A+ = 100% but < 120% A = 100% but < 100% B = 100% but < 90% C = 80% but < 80% D = 80% but < 75% F = 70%			Total
			6.87

FY 2017 Action Plan to Continue Strong Performance

- Continuing Direct Awards
- Increasing Local Engagement
- Expanding Regional Outreach



EEO, Diversity, and Inclusion in the Office of the General Counsel

Margaret Doane
General Counsel

OGC's Diverse Workforce

- 103 FTEs, including support staff and attorneys in 7 divisions
- Dual role: OGC/ADM advises on EEO and other personnel issues and OGC benefits from agency diversity initiatives to better communicate across the office
- Most recent hires represent positive efforts in diverse recruitment and hiring practices across gender, race, and ethnicity
- Gender composition is notable: 62% females with even distribution of males and females in the SES.

Encouraging a Well-Trained and Motivated Workforce

- Unique career-enhancing assignments focusing on employee advancement and development
 - Internal rotations
 - External details
 - International assignments
- Innovative training opportunities
- Career development focused: mentoring strongly encouraged

Fostering a Team Environment



Opportunities to establish camaraderie among all staff, like the annual OGC-ASLBP softball challenge; OGC Fun Hike to Great Falls; OGC annual Halloween party and more!

Soliciting Feedback and Incorporating Change

- SBCR Diversity Assessment in 2015
- Survey Working Groups
 - Communication and transparency is a strategic focus
 - Weekly Office-wide “Stand Up” Meetings
 - Open Door Policy
 - Quarterly All Hands Meetings
 - Dissemination of final documents to staff
- Since 2014, OGC has improved its IQ rating and exceeded the agency average

Solidifying Awareness of EEO, Diversity, and Inclusion

- High participation rates in agency-required trainings
- OGC self-initiated training, in coordination with our SBCR and OCHCO partners
 - e.g., whistleblower protection and the prevention of harassment
- Proactive approach to the prevention of unlawful discrimination

OGC Staff Who “Walk the Talk” for Diversity and Inclusion

OGC staff volunteer in significant numbers to support diversity and inclusion activities

- leadership and membership on NRC’s Advisory Committees
- participating in Diversity Day – OGC had two Diversity Feud teams! (OGC won)
- Attending Advisory Committee functions



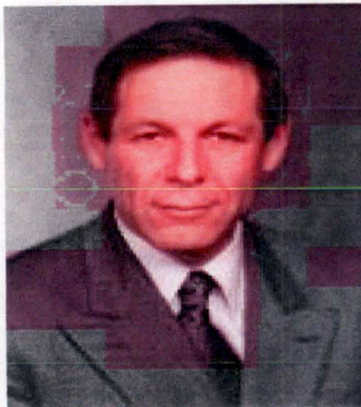
OGC Staff Who “Walk the Talk” for Diversity and Inclusion (Cont’d)



- Shelbie Lewman - 2016 Meritorious Service Award recipient for EEO Excellence; FWPAC member; Diversity Management Inclusion Council and co-creator of the Diversity Dialogue Project.



- Beth Mizuno – Asian Pacific American Advisory Committee member and 2016 luncheon keynote speaker; Diversity Dialogue Project participant.



- Mark Maxin – 2016 Meritorious Service Award recipient in part for his efforts to promote diversity at NRC; nationally-recognized expert in disability law; Diversity Dialogue Project participant.

Communicating Safety Across Many Cultures

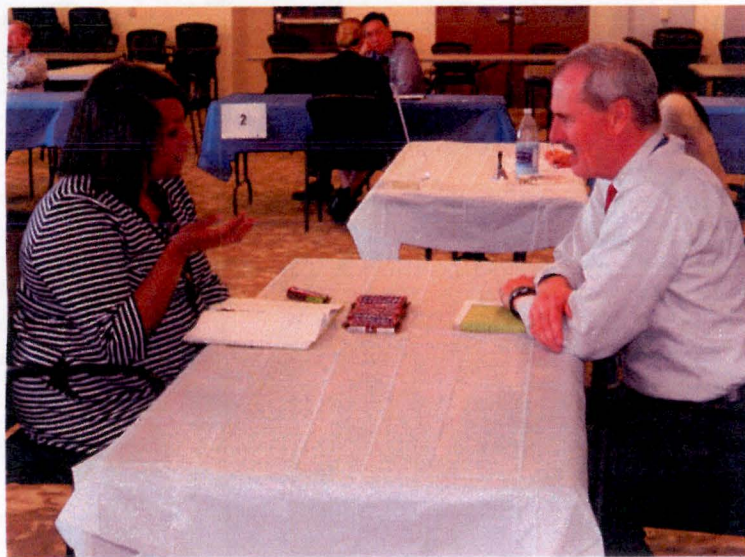
Dan Dorman
Regional Administrator
Region I

What is Diversity?

- An instance or point of difference
- Includes all of the ways in which people differ including innate characteristics and acquired characteristics
- A collection of individual attributes that together help agencies pursue organizational objectives efficiently and effectively

Leadership Conversations

- Emotional Intelligence
- Diversity
 - University Champions
 - Mentoring



Developing Staff and Strengthening the Organization

- Inter-divisional Rotations/Cross Qualifications
 - 9 on-going or completed
- Aspiring Leaders Certificate Program
 - 28 regional participants
 - 6 program completions
- Leaders at All Levels Certificate Program
 - 7 regional participants
 - 2 program completions

Being Mutually Accountable

NRC Mission= What we do.

Principles of Good Regulation= How we do it.

NRC Values = How we treat each other.

Region I



Diversity Management Advisory Committee (DMAC)

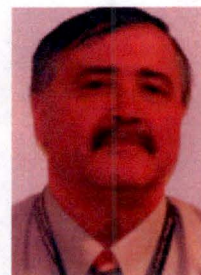


Chairman
Cherie Crisden



Co-Chairman
Allyce Bolger

EEO Counselors



David Rule



Farrah Gaskins



Marjorie McLaughlin

Member-At-Large



Shawn Seeley

Representative for
FEB



Marc Ferdas

Representative for
African Americans



Pamela Jefferson

Representative for Age
Discrimination



John Cherubini

Representative for Asian
Pacific Americans



Cherie Crisden

Representative for Employee
with Disabilities



Stacey Horvitz



Pamela Jefferson

Representative for Federal
Women's Program



Gerry Powell

Representative for
Hispanic Americans



Juan Ayala

Representative for
Lesbian, Gay, Bi-sexual,
and Transgender



Allyce Bolger

Representative for Native
American Advisory
Committee



Juan Ayala

Representatives for Veterans Employee
Resource Group



Colleen Picciotto



Keith Heater

DMAC COMMUNICATION CORNER

Diversity Management Advisory Committee, Region I

Issue # 2, 2016



Message from the Chair

Welcome to the Diversity Management Advisory Committee (DMAC) Communication Corner. It has been an exciting time for DMAC and I am delighted to have the opportunity to work with a group of individuals who are devoted to spreading the message of diversity and inclusion. Since stepping into the role as Chair of the Region I (RI) DMAC, I have seen a significant change in the number of DMAC sponsored activities and in the type of activities. I've also seen increased staff participation in those activities. Consistent with the agency's Comprehensive Diversity Management Plan, RI DMAC strives to help maintain a work environment that values employee differences and to enhance employees' cultural awareness by highlighting contributions of persons representing various cultures. If we can do something better, please let us know. Take a moment and read through our second newsletter. Hopefully, you'll be encouraged to join us in promoting diversity and inclusion!

~ Chene Crisden, ORA

"Never doubt that a small group of thoughtful committed citizens can change the world: Indeed it's the only thing that ever has."

Margaret Mead

In This Issue:

- Outreach
- Special Emphasis Observances
- Training Activities
- Book Club Recap
- Diversity Initiatives and Upcoming Events
- What is Diversity & Inclusion?



DMAC COMMUNICATION CORNER

Diversity Management Advisory Committee, Region I

Issue # 1, 2016



Message from the Co-Chair

Welcome to the Diversity Management Advisory Committee (DMAC) Communication Corner.

Diversity is essential to the mission of the NRC and in DMAC we strive to celebrate and promote diversity within the Agency. We provide opportunities for staff to reach out to the local community, such as, supporting STEM (Science, Technology, Engineering, and Math) programs starting with the youngest of children all the way up to college students in their final year. We also host fun and collaborative celebrations here in the Region I Office to acknowledge and celebrate our diverse backgrounds. Please take a moment to read through this newsletter and see all the hard work our DMAC members put in and learn how you can promote diversity and inclusion! ~ Allyce Bolger, ORA

"The DMAC is a small group of dedicated volunteers that make a big difference. The community outreach activities supported by the DMAC say a lot about who we are as individuals and are truly feel good activities. If you can find the time, I would encourage you volunteer."

~ Jim Trapp, DNMS
Division Director

In This Issue:

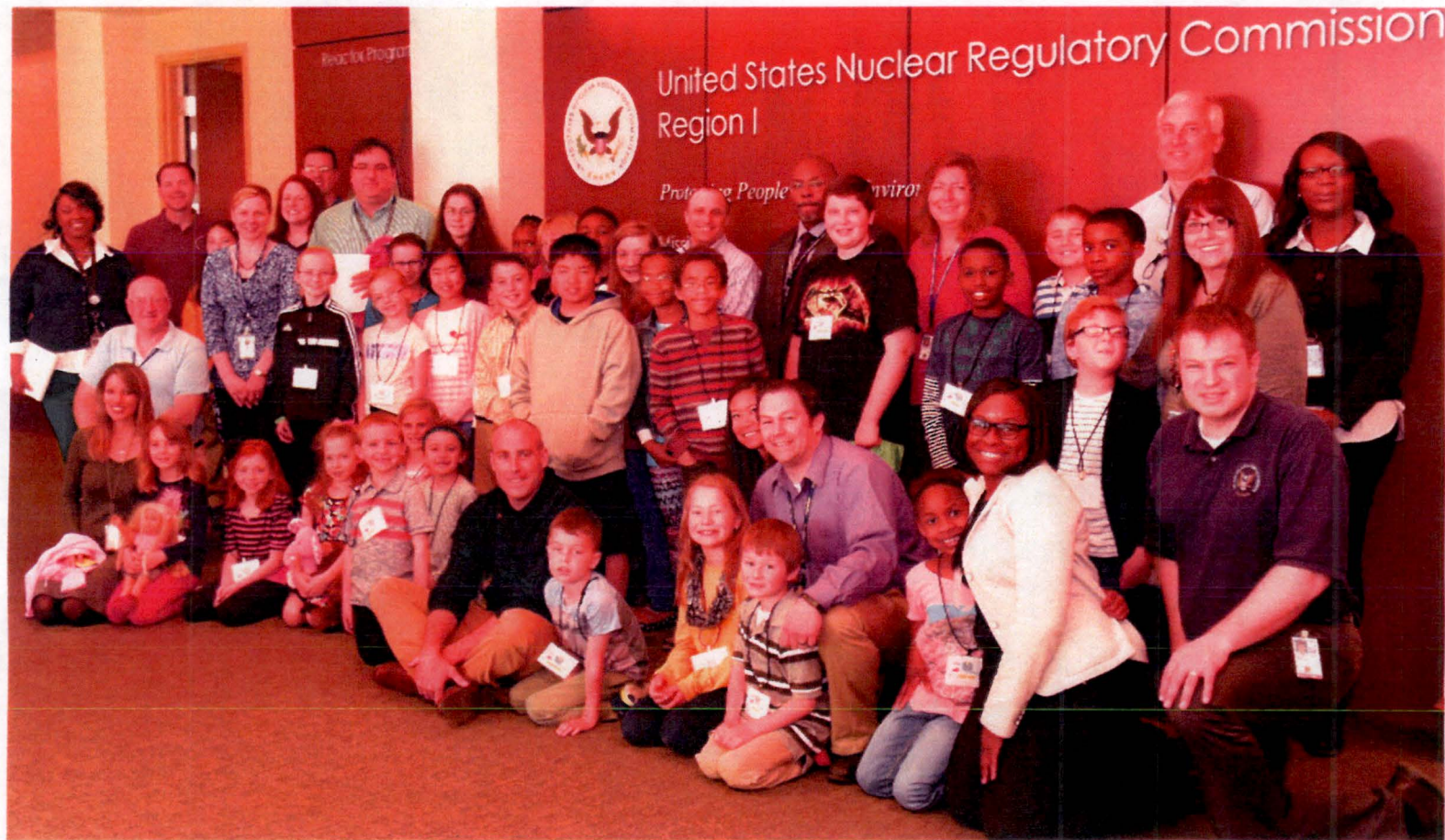
- Outreach 2015/2016
- Training Activities in 2015
- Meet the RI VERG
- What I learned at...
- Diversity Day 2015
- Diversity Initiatives and Upcoming Events
- African American History Month



Supporting the Community



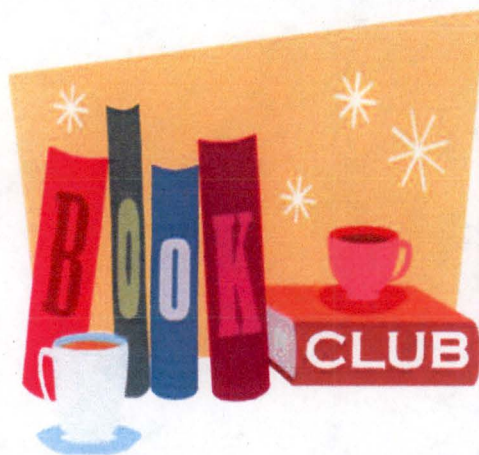
TAKE YOUR CHILD TO WORK DAY





Special Emphasis Celebrations

February is National African American History Month and the Region I Diversity Management Advisory Committee (DMAC) cordially invites you to join them in a four-part lunchbreak movie screening. Each week DMAC will host an informative video commending the courageous struggle of individuals who fought against and persevered in spite of racial inequality.



The Loudest Duck: Moving Beyond Diversity While Embracing Differences to Achieve Success at Work

By Laura Liswood

Join us on June 28th for conversation and chips & salsa

What I really enjoyed about the book, is that it is a great stepping stone. Diversity can't be achieved simply by addition, nor can it be measured by a metric. Diversity is ensuring the non-dominant groups in an organization are given the

opportunity to express their views and a fair chance to perform. Laura Liswood's portrayal provides self and external awareness, so that WE can start the conversation

Don't have time to read the whole book? Just read a few chapters; Chapters 1, 4, and 7 provide a good basis and will only take about an hour to read. A PDF version of Chapter 1 is attached, to read more of the book you can find it on **Books 24/7 in iLearn**

See the attached flyer for more details. Please let me know if you are interested in participating



Pam Baker will kick off our first screening, "The George Washington Carver Biography" on February 9th at 11:00 am. Learn about the fascinating life of George Washington Carver; born a slave, he gained notoriety and even rose to fame for his intellectual pursuits. His contributions to botany made revolutionary strides in American agriculture.

The screenings will be held at 11:00

am in the Grand Canyon Room on the following dates:

February 9 – George Washington Carver

February 18 – African Americans in the Military

February 24 – The Underground Railroad

February 29 – Frederick Douglass

For your edible enjoyment, popcorn will be provided at each screening!

Staff Celebrations



Diversity Day 2016

Wednesday, November 2

1:00-3:00PM

Special Presentations

Joel Kravetz, Civil Rights Program Manager, SBCRC

Colleen Todd, Branch Chief, HR

Hispanic Heritage Month (Sept 14–Oct 15)

Salsa & Guacamole Competition

Build Your Own Quesadilla

National Disability Awareness Month (October)

Panel Discussion: Disability Awareness Exercise

Native American Heritage Month (November)

Display of Artifacts



Diversity Day 2016



WHAT I LIKE ABOUT REGION I:



The friendliness and helpfulness of all of the staff.



The great staff.



The people I work with



The people, especially my awesome group of Timekeepers who keep me honest in my reporting.



The people.



The people! I love how everyone in Region I goes the extra mile to really get to know each other and make connections with each other.



The friendliness of the staff and their willingness to help others at a moment's notice.



I enjoy my co-workers and my work.



I have felt that every manager I have had thus far has had a genuine interest in helping their people succeed, and cared about them on a personal level.



The professional and friendly people.



I like the dedicated and friendly people with whom I work. They are really dedicated to protecting the public.



The friendliness and family atmosphere in the office.



The Mission. The agency's sole purpose is to protect public health and safety. This display of concern for humanity is a reflection of life's true purpose: To care.

What is Inclusion?

- A culture that connects each employee to the organization; encourages collaboration, flexibility, and fairness; and leverages diversity throughout the organization so that all individuals are able to participate and contribute to their full potential.
- All the ways in which the agency can utilize the unique talents, abilities and perspectives of its employees to improve the effectiveness and efficiency of the agency
- A relation between two classes that obtains when all members of the first are also members of the second



R. Lynne Finch
Chair
Veterans Employee Resource Group



***Communicating Safety Across
Many Cultures***

Acronyms

ADM – Office of Administration

AMD – Acquisition Management
Division/Office of Administration

ASLBP – Atomic Safety and Licensing Board
Panel

DIALOGUE – Diversity Inclusion Awareness –
Leading Organizational Growth
Understanding, and Engagement

D&I – Diversity and Inclusion

DMAC – Diversity Management Advisory
Committee

Acronyms

EEO – Equal Employment Opportunity

FTE – Full time Equivalent

FWPAC – Federal Women's Program Advisory Committee

IQ – New Inclusion Quotient

NSPDP – Nuclear Safety Professional Development Program

OCHCO – Office of the Chief Human Capital Officer

Acronyms

OGC – Office of the General Counsel

OIG – Office of the Inspector General

SBCR – Office of Small Business and Civil Rights

SDVOSB – Service Disabled Veteran Owned
Small Business

SES – Senior Executive Service