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 17, 2019
	10:00 a.m.

Duration: Approx. 2 hours

Location: Commissioners' Conference Room, 1st fl. OWFN

Participants:

Presentation

NRC Staff

60 mins.*

Margaret Doane, Executive Director for Operations

Topic: Opening Remarks

Vonna Ordaz, Director, Office of Small Business & Civil Rights

<u>Topic:</u> Overview of Equal Employment Opportunity (EEO), Equal Opportunity (EO), Diversity & Inclusion, and Small Business Programs

Mary C. Muessle, Director, Office of Administration

<u>Topic</u>: Update on Office initiatives related to EEO, EO, Diversity & Inclusion, and Small Business

Mark Shaffer, Deputy Regional Administrator, Region IV

<u>Topic:</u> Update on Regional initiatives related to EEO, EO, Diversity & Inclusion, and Small Business

Hector Rodriguez-Luccioni, Chair, Advisory Committee for Lesbians, Gays, Bisexual, and Transgender Employees

<u>Topic:</u> Joint Statement of the EEO Advisory Committees

Commission Q & A

40 mins.

Union Representative, National Treasury Employees Union 5 mins.

A representative of the National Treasury Employees Union will be invited to sit in the well. The Chairman will ask the union for remarks as permitted, under the formal meeting provision of the Collective Bargaining Agreement.

Discussion – Wrap-up

5 mins.

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