



**BLACKS IN GOVERNMENT
IRS NEW CARROLLTON CHAPTER
Affirmative Employment/EEO Committee**

Date 10/31/17

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IRS NCC BYLAWS RESPONSIBILITIES

The Affirmative Employment/EEO committee shall monitor and develop programs to address areas of concern of Black government employees including rates of hiring and firing; promotions; training; details; distribution of authority and responsibility; adverse actions; awards; merit pay; disciplinary action; will also monitor all issues/matters referring to affirmative action and work assist in developing BIG's position on any legislation or regulations impacting on advancement and employment opportunities of Blacks in government.

ACTION ITEMS/ INITIATIVES /ACCOMPLISHMENTS/PROBLEMS

- AIM CAMP Objective 8 – Job Application meeting with protégé', 10/10/17
- Meeting with IRS Manager, guidance and policy on filing an EEO complaint discussion, 10/10/17
- EDI Presentation on “Managers training for Reasonable Accommodations Process” for all TEGE, CP&C Managers, 10/11/17
- TEGE EDI Functional Review, 10/11/17
- EDI Overview Presentation, TEGE Employee Plans, Examinations, All Manager's Conference call, 10/11/17
- EDI Presentation for TEGE, CP&C, VCQA, on Commissioner Koskinen's EDI message and the Reasonable Accommodation process, 10/11/17
- TEGE's EDI Director & HR Director monthly meeting, 10/16/17
- EEO Settlement Meeting with manager and employee weekly meeting, 10/17/17
- Meet in person to provide guidance and consultation for a BIG member who requested EEO guidance on an EEO case she want to file against the Department of Justice, (referred to me by Paula Davis), 10/17/17
- FEW Federal Triangle Chapter monthly meeting, 10/18/17
- TEGE EEODAC Meeting, 10/18/17
- Conduct workshop at the BIG Region XI Fall Summit “Think BIG when Giving and Getting Feedback”, 10/21/17
- EEO Settlement Meeting with manager and employee weekly meeting, 10/24/17
- FEW participant requested mentoring meeting, 10/25/17
- Mentor chat with Forest Service employee, 10/16/17

UPCOMING INVITATIONS & EVENTS (November)

- BIG-HHS WDC/College Park Chapter Lunch and Learn, conduct “Think BIG when Giving and Getting Feedback”. Invited by Marion Allen, 11/15/17
- The National Coalition for Equity in Public Service (NCEPS) invited me to serve as the moderator for a Diversity Panel, NOAA, SS, MD, 12/1/2017
- Conduct TEGE “How to Deal with Conflict in the Workplace” Presentation, 11/7/17
- TEGE EDI Functional Review, 11/08/17
- Participate in the Employee Organization & Employee Resource Group Leaders – Annual IRS Veterans Program, Main IRS, present on behalf IRS-SAIGE Chapter President, Coralee Mackay, 11/08/17
- AIM CAMP Objective 9 – Interviewing Skills meeting with protégé’, 11/14/17
- Weekly EEO mediation between TEGE manager and employee, per settlement agreement, 11/14/17
- TEGE HCB Meeting, 11/14/17
- FEW FTC Monthly Meeting, 11/15/17
- TEGE’s EDI Director & HR Director monthly meeting, 11/20/17
- Invited by Shirley Jones to be a guest and sit at the corporate sponsor table at the Region XI Holiday and Awards Gala, 12/1/17