

Civil Rights Advisory Committee Meeting Minutes

May 2, 2012

10:00 AM

Des Moines, IA

Agenda items are in bold and underlined.

*Denotes Action Item

Attendees: Damarys Mortenson, Laura Greiner, Dean Gronemeyer, Jaia Fischer, Julie Falcon, Clint Miller, Trish Mootz, Rubyana Neely, Greg Townley, Laurel Foreman, Paul Vondra, Lya Williams, Scott Eischeid (via conference call)

SEPM Reports (included)

Area Civil Rights Reports (included)

CRAC Business Plan (lead by Trish Mootz)

Trish updated the group regarding the business plan; it was approved by Rich Sims on 3/2/2102. Trish reviewed each item with the group and received feedback regarding accomplishments completed to date. Reminded SEPM's to review schedules and submit articles for Crossroads of Diversity and Current Developments.

Diversity Day Summary (led by Laurel Foreman)

Laurel shared the results of the LGBT Diversity Day survey with the group. There was a lot of feedback from attendees regarding the presenters, topics presented and the technology that was used to host the event.

SEPM Terms (led by Damarys Mortenson)

Trish explained that SEPM terms are 3 years terms, with the option of, but NTE 5 years.

Clint and Paul reported that they are in their 4th year as SEPM's and both would like to resign from their positions at the end of this fiscal year. Jaia reported that she has served for 1 ½ years and Greg Townley just became an SEPM.

The position for D/VEPM has been advertised and a potential candidate has been selected, but has not been announced.

*Trish will follow-up with Rich regarding advertising for replacements for Clint (AIANEPM) and Paul (HEPM).

Discussion also occurred regarding the Area Reps, Trish stated that expiration of terms would be listed in the FY12 Standing Committees Bulletin. The last bulletin was issued in FY10. Area reps terms are the same as SEPMs - 3 years NTE 5 years per the CRAC charter.

*Damarys will follow-up with Rich and Shelly regarding the bulletin and Area Rep terms.

Iowa Field Office – CRC Review Guide (led by Trish Mootz & Damarys Mortenson)

Trish reported that she had received comments by the group regarding some changes to the guide. *Any persons doing the reviews should report to Trish questions of potential duplication.

*Trish will follow-up with Jon Hubbert regarding items that are required at the National Level.

*Any other items that need addressed should be forwarded to Damarys.

The group decided that a committee should be formed for completing any additional changes to the guide; Trish mentioned that Teresa Steffens (AMA in A3) was very interested in being on the committee.

The committee will consist of: Damarys, Trish, Teresa, Rubyana and Dean.

Other Items:

Civil Rights vs. Outreach (led by Trish Mootz)

Trish followed-up with Tanya Meyer-Diderikson regarding information about Civil Rights vs. Outreach. She provided a handout to the group with definitions.

SEPM Fact Sheet (led by Trish Mootz)

Trish provided the group with the SEPM Fact Sheet that is included in all new employee packets.

Pathways Program Information and Updates (led by Trish Mootz)

Trish provided a handout to the group regarding the new Pathways Program which includes: Internship Program, Recent Graduates Program and Presidential Management Fellowes (PMF) Program. OPM should have the final regs by May, so more information should be available at our next meeting. Information is posted on HR's sharepoint with fact sheets and a video.

Area 2 Civil Rights Questions (led by Damarys Mortenson, submitted by Jaia Fischer)

- Does a district newsletter need the NRCS EO Statement if it is published and distributed by the district? **Answer:** NO
- What is the State Office doing for recruitment, the field offices feel like they are "out of the loop" regarding this item? **Answer:** Trish referred the group to the Recruitment Plan and told the Area Reps to be sure to share with the AMA's.
- What does HR send in the packet to new employees, do they include the SEPM information/contacts? **Answer:** Several documents are sent to new employees including the SEPM Fact Sheet.
- Limited Resource Farmers – Are we supposed to be reviewing documentation, or is the person self-certifying? **Answer:** Documents may be reviewed during a spot check, but field offices should not be asking for any documentation at the time of application.
- What is the process for awarding FO's for outstanding achievements in EEO or CR activities? **Answer:** Trish said to use the Joint EEO/CR Award process or submit field offices for a spot award. Anybody can nominate any office.

- Are there any updated materials being provided to FO's with resources and links for outreach? **Answer:** Not at this time. *Laura will research
- What would be some examples of items for 5. Evaluation of Program Delivery ex. Number of potential on-farm/off-farm customer groups? **Answer:** Examples are in the answer key of the CRC Review Guide. *Damarys will forward the information to the group.

Civil Rights Sharepoint (led by Jaia Fischer)

Jaia shared with the group her feelings regarding the need for a Civil Rights sharepoint site. The sharepoint site would be a location where all CRAC documents could be stored for accessibility by all members of the CRAC team.

*Jaia and Damarys will work with Judy Martinson to establish a CRAC Sharepoint page

The FY12 meeting schedule for the Civil Rights Advisory Committee will be held the first Thursday of the second month of each quarter. The next meeting will be held August 2, 2012 at 10:00 AM.

Meeting Adjourned at 12:45 PM

Respectfully submitted,

Jaia Fischer

Area 1 Civil Rights Activities Report 2nd Quarter FY12

Several Field Offices and the Area Office reported that they reviewed the NRCS FY12 Civil Rights Policy Statement dated January 20, 2012 with staff and SWCD commissioners.

Pocahontas, Palo Alto, and Clay Counties worked with the WFAN on a Female Landowner Meeting in Ayrshire. 15 females attended.

Pocahontas and Buena Vista Counties displayed an informational booth at the *Women in Denim Conference* at Buena Vista University in Storm Lake on January 27 and 28, 2012. As part of the booth, they informed and educated women on the importance of cover crops, nutrient management, water quality monitoring and backyard conservation within the Cedar Creek and North Raccoon River watersheds. In their outreach to female owners and operators, they had a drawing for a chance to win a rain barrel, and also provided hats and many brochures to the women informing them on the practices in the watershed areas. They registered 255 women to the drawing.

Dickinson/ Emmet DC made a presentation at *STEM (Science, Technology, Engineering and Math) Career Day* at Iowa Lakeside Lab. 23 total attendance. Parents and children visited 8 different science based career s with individual job activities and learning opportunities. DC discussed soil formation, management, productivity, conservation planning and engineering practices.

Dickinson/Emmet Shared Management Unit also participated in a CRP for new enrollees, and a MCM Activity meeting with partner agencies and organizations.

Dickinson County also had a public Soil Survey Rollout meeting; 43 persons attended two meetings. Presentations by DC, Area Soil Scientist and State Soil Scientists, Dr. Lee Burras from ISU on new soil survey update and CSR changes.

Spencer/Emmetsburg DC made a presentation to (24) 8th grade students on NRCS careers. The type of work that NRCS does, educational background and work experiences that NRCS requires for various positions was covered. The working environment, tools and the technology that NRCS uses for some of our planning and design work was also presented.

Several offices indicated their coordination with local schools on the 2012 CDI Poster Contest.

Area Office staff attended a job fair at the Lawton Middle school. 13 people attended.

All Field Office and Area staff participated in the 2012 Diversity Day presentation on March 27th. A recorded copy is being circulated to those individuals unable to participate.

Civil Rights Report for Area 2 NRCS
2nd Quarter 2012
Submitted by Rubyana Neely

Recruitment and retention:

Employee Development:

Monthly civil rights topics were written by Humboldt, Iowa Falls, and Indianola FO. Topics included discrimination in program delivery, A History Lesson Not to be Forgotten an article on the women suffrage movement, and improving access to services for persons with limited English proficiency.

Field Office Reports:

Cerro Gordo Ag Fair-presented Enviroscope to 300 1st & 2nd graders. 150 were females, 30 Asian, 25 black and 35 Hispanics attended

Northwood FO NRCS presented a presentation to the Garden Club on water quality and NRCS programs. 12 women present

2012 Contractors Meeting was held in Northwood/Thompson area where about 25 contractors were trained on DOT regulations, Civil rights & Harassment , and NRCS updates.

Thompson FO Annual report sent out to 1373 producers and landowners explaining USDA programs, accomplishments, sign up dates, and services available in the county. (Approximately 300 female landowners)

Indianola FO hosted Wartburg college student from Costa Rica for two days of job shadowing.

Indianola FO EQIP program: 6 female applicants - 3 approved; 6 limited resource producers applicants - 5 approved; 7 beginning farmer applicants - 1 approved.

All other counties in area have negative reports.

A3 Second Quarter Civil Rights Report F.Y. 12

Submitted by Julie Falcon

Recruitment and retention: Nothing new to report

Promotions/Minority Advancement: Nothing new to report

Employment Development: Nothing new to report

Area Office Report: Nothing new to report

Anamosa- A review of the Civil Rights section of the "Cooperative Working Agreement between NRCS/USDA, the State of Iowa and the Jones SWCD" was conducted by the District Conservationist at the regular meeting of the Jones SWCD commissioners on January 9, 2012. The "Mutual Agreement between USDA, State of Iowa and the SWCD" was also covered, with emphasis given to the current Civil Rights statement. The Civil Rights topic at the February 22, 2012 Anamosa Field Office staff meeting was "Celebrating Black History Month." The District Conservationist brought attention to the new NRCS poster showcasing the first black women to hold various NRCS positions in the United States. There was discussion among the nine staff employees in attendance. The District Conservationist viewed the March 27, 2012 Diversity Day live meeting and teleconference on Gay, Lesbian, Bisexual, Transgender (GLBT) Awareness. Staff that was not able to attend the live conference plan to watch the recorded replay.

Decorah- NRCS verbally offered a WRP easement to LRP Alvin Tupy in Winneshiek County. Winneshiek County assisted 5 female landowners with EQIP applications.

Charles City- The Floyd SWCD has a make-up of 2 women and 3 men. Civil rights, EEO, and Sexual harassment were discussed at the quarterly staff meeting. The staff provided assistance to 2 Mennonites and 5 females. We completed a WRP offer which was accepted by a Limited Resource producer. Our office developed new EQIP contracts with one female farmer and 2 beginning farmers. Of 23 CSP applications that are preapproved 3 are with beginning farmers.

Epworth- Completed information to inform county residents of Female and Hispanic lawsuit against USDA. Posters were hung up across the county at various businesses, posted on SWCD FB and Website. Participated in Women, Food & Ag Network (WFAN) landowner meeting held in conjunction with Jackson, Jones, and Delaware counties. The morning meeting was for questions and answers. The afternoon bus tour showcased conservation practices and answered any of their questions. There were over 25 ladies present with at least 5 from Dubque County. Had targeted mailing to female landowners in the MRBI watershed along with others for this

meeting. Six EQIP applications from female landowners/producers were taken for funding. All were assisted and three of them now have 2012 EQIP contracts, others are pending. DC Weiss reviewed title VI & VII with staff at QRT Staff mtg. One female CSP applications taken, followed through with CMP tool and has field visit scheduled.2 Assisted one limited resource producer in planning additions to rotational grazing watering system with a new EQIP application that has become a 2012 contract. Assisted 10 Beginning farmers with EQIP applications submitted. Only one was funded with local funds. Three additional beginning producers have been assisted in the MRBI watershed area with 2 of them put into contract so far. One LGBTQ individual application for EQIP taken, assisted with design and has become contract. Provided assistance to 4 female producers with information on CRP and conservation planning options if not bid into CRP. Weiss & Miller participated in and hosted Service Center viewing of Diversity Day Activities.

Independence- The staff signed up a 2 female landowners for EQIP cost share. We also signed up two female landowners for the CSP program. The D.C met with an Amish producer and discussed different forestry practices for his property.

Manchester- The Manchester Field Office assisted two female landowners with CRP waterways this quarter, as well as a pasture management application in the EQIP program for a female landowner. Two MRBI contracts for the historically underserved were also signed this quarter in Delaware County. The Delaware County staff gave information to two minorities about organic farming and educated them of what assistance is available to them.

Marion- Reviewed Title VI & Title VII with Linn SWCD at their organizational meeting in January. We reviewed Title VI & Title VII with office Staff at 2nd Qtr Staff meeting. The staff viewed the video conference that was presented in Des Moines regarding GLBT awareness – had time for discussion among staff after the presenters were finished.

Maquoketa- Nothing new to report.

New Hampton- The staff attended CR downlink on GLBT awareness on March 27th.

Toledo- Women, Land, and Legacy meeting held March 19, 2012 with 13 female participants, discussed local marketing from idea to reality, discussed EQIP and possible high tunnel funding available. 5 Toledo field office staff viewed the Diversity Day program on March 27, 2012.

Vinton- The staff viewed the DVD on GLBT awareness meeting held March 27th. EQIP contracts were approved for 4 Beginning Farmers and 3 female producers. We had received applications for 5 beginning farmers, two CSA producers and 4 female producers.

Waterloo- Hammer and Falcon attended Diversity Day program viewed with FSA regarding GLBT awareness on March 27th.

Waverly- Postcards were sent out to 1750 potential program users in Bremer County so that they could attend a Conservation Coffee Landowners. The Bremer SWCD & NRCS held an informal & informational meeting 1-31-12 with over 32 people in attendance. NRCS & partners (DNR, Forester, and Extension) gave a presentation on USDA programs that are available. Diversity Day attended by NRCS & Rural Development Staff 5 woman & 3 men.

West Union- Employed an Earth team volunteer who had use of only 1 arm. Worked with 1 female CSP applicant; 2 EQIP female applicants; and 3 EQIP beginning farmers apps, worked with a Mennonite dairy farmer on an Ag waste storage facility for EQIP funding. Presented to 30 Women Land and Legacy participants about programs and upcoming application deadlines. Discussed Title VI and VII at staff meeting and reviewed with SWCD Commissioners.

Waukon- The staff discussed urban conservation practices with 2 female land owners. We developed 11 conservation plans with female landowners. CRP Plan revisions were completed with 2 Hispanic landowners. The office developed and ranked 9 EQIP applications for beginning farmers and 1 disabled farmer. This office discussed the roll of NRCS and careers within the agency with 9 college students including 3 females and 1 Hispanic. The staff discussed Title VI and VII at staff meeting and the agency's zero tolerance policy in regards to Titles VI and VII.

Area 4 Civil Rights Report – 2nd Quarter 2012

Recruitment and retention:

Nothing to report

Employee Development:

Nothing to report

Area Office/Field Office Reports:

Greenfield F.O.

- After every staff meeting office personnel took turns reviewing a Civil Rights or Equal Employment Opportunity item.
- The EEO policy was briefly discussed at the contractor meeting.
- DC Alan Lange reviewed the Civil Rights, EEO Policies, and Memorandums of Understanding with the commissioners at the Adair SWCD board meeting.
- Office hosted a CRP meeting with 3 female landowners in attendance.
- Office staff viewed the Diversity Day Program

Osceola F.O. – On February 9th the Osceola Field Office set up a display that promoted our services at the Clarke County Cattlemen’s annual banquet. The field office has also been providing ongoing assistance to some landowners of API decent who are seeding their CRP acres with hand collected local ecotype seed.

Harlan F.O. - The District Conservationist led a woman’s landowner tour highlighting wildlife habitat practices in which 15 women participated.

Lucas and Wayne Management Unit – The M.U. held an open house on the week of International Women’s Day on March 7th and 8th. They provided a press release to papers throughout the communities of both counties to advertise the event.

Creston F.O. – Office personnel talked on Creston Radio announcing the Conservation Stewardship Program Deadline and also mentioned “The Notice for Compensation for Claims of Discrimination to Hispanic and/or Women Farmers and Ranchers.” The office also hosted an open house targeting women landowners one day in March and this event was advertised by local media outlets.

Council Bluffs F.O. – The field office watched the Diversity Day Program on 3/27/2012. Attached is also the Outreach Report.

Taylor and Adams Management Unit – Employees from the M.U. watched the Diversity Day Program on 3/27/2012.

Quarterly Meeting
May 2012

Area 5 CRAC 2 Quarter Report, Lya S. Williams

- ❖ Recruitment and retention
- ❖ Calendar of event
- ❖ Promotions in the Area pertaining to minority advancement
- ❖ New things in the employee development area

Appanoose/Monroe MU

- Promotion of Hispanic female for Centerville Office

Lee/Van Buren MU:

- Retention of disabled employee. A modified truck and John Deere Gator with trailer has been provided to employee.
- New hire from Tennessee in Soil Conservationist position. Nicolas Williams was a student trainee in Iowa last summer. Expected start date is 6/18/2012.

Poweshiek County, F.O.

- Recruitment:
 - Feb 2-3- Cindy Gatlin attended IWINR (Iowa Women in Natural Resources) annual conference and spoke to women about employment opportunities
 - Feb 8- Contacted a female college student about employment opportunities
 - Mar 8- Cindy Gatlin attended the 7th Annual Iowa Governor's Conference on LGBTQ youth and talked with teachers and students about employment with NRCS
 - Mar 19- Greg Townley and Cindy Gatlin spoke to women at Annie's Project training in Grinnell about NRCS programs and about employment and volunteer opportunities
 - Mar 28-30- Recruited High School student, Jordyn Anderson, who worked in the office as an Earthteam Volunteer

Quarterly Meeting

May 2012

- Calendar of Events
 - Mar 29- Submitted a news release about a Women Landowner Open House to be held in the county to assist landowners as well as make them aware of employment/volunteer opportunities
 - Upcoming events: Apr 26- Will speak to 5th Grade students at Outdoor Classroom about future employment opportunities

- Promotions: None

Iowa County, F.O.

- Calendar of Events
 - Women Land-Legacy event held on Jan. 10, 2012 in Williamsburg. Attendance was 50 mostly women but there were a few husbands who attended. The topic was about estate planning. Follow up WLL learning session was held on April 3rd.

 - Two consecutive meetings were held for women landowners in the watershed on 9/20 and 9/27. The coordinator worked with the Women Food and Agriculture Network and the DNR to administer these pilot meetings which emphasized movement of water throughout the watershed using unique maps of each producer's property. The meetings were small, but successful and we will be scheduling a webinar for women who may have missed the on-site meetings.

Mahaska County, F.O.

- Promotion:
 - African American Female, Soil Conservationist of the Oskaloosa Field Office, accepted a transfer to the Winterset Field Office. Expected start date at her new duty station May 21, 2012.

- Recruitment:
 - Kevin Funni, DC, and Erika Boyland, SC, took part in a Career Day at the Eddyville-Blakesburg schools on March 14 from 8:30-Noon. Kevin and Erika presented information to about 50, 7th-12th grade students, about careers in NRCS and educational requirements for various disciplines within the agency. In addition, promoted volunteer opportunities for students 14 and older. Well over half of the students were female. There were several students who had very good questions following our presentation on career opportunities.

Quarterly Meeting
May 2012

- Since the end of the reporting period in March the Mahaska SWCD hired a summer intern on April 10th, Erika Lyon, a graduating student at Simpson College. Erika will start her internship on May 31 for the summer of 2012. The internship will involve half time inventorying abandoned mine sites in partnership with the DSC Mines and Minerals Bureau. The other half will be assisting the SWCD and Field Office with surveying and checking out summer construction projects, wetland restoration staking, and other duties.

Wapello County F.O. Lya Williams, Area 5 CRAC Rep

- Recruitment:
 - I hosted a booth at I'll Make a World in Iowa with the Iowa Chapter of National Organization of Black Professional Employees on January 27, 2012. Laura Greiner, NRCS Public Affairs, assisted the chapter in talking with middle to High School age students of mostly African American descent. Approximately 500 kids in attendance.
 - I did a presentation on Careers in NRCS with Jennifer Anderson-Cruz, NRCS State Biologist, on Feb 8, 2012. I originally met with Mr. Zimmerman in November 2011 to discuss careers in Engineering and Science related at Ottumwa High School. OHS currently has a new Engineering program for students. We spoke to approximately 230 students of diverse backgrounds. We encouraged students age 14 and older to consider volunteering with the local field office for the summer as Earth Team Volunteers or High School Student Interns
- Calendar of Events:
 - Interview with KTVO - Kirksville MO News Channel ABC 5 - I was interview on how African Americans are making a difference in the Heartland for Black History Month. Program aired in February
- CRAC Guide - Final Revision sent to CRAC Team
 - Sent request to make any comments to AMA of Area 5 - April 17, 2012
- Completed a High School Recruitment Plan - a copy was emailed to entire CRAC Committee
- 1 Civil Rights review completed for PAW and CRAC Business Plan in Oskaloosa Field Office on March 28, 2012

Submitted by Lya S. Williams, Area 5 CRAC Representative - 5/1/2012

NRCS State Office Civil Rights Activity Report – Quarter 2

May 3, 2012

Submitted by Alan Lauver

A training session was held on January 24th for state office employees on the Automatic External Defibrillator.

Two Ecological Science and Conservation Planning Staff members presented health and safety information during the quarter. One presentation was on “Defensive Driving for Avoiding Collisions with Deer” and the other was on an “Emergency Preparedness Guide”.

Outreach: I met with Ed Cox, Drake University, regarding their SALT II initiative. One area of focus will be efforts to understanding how public conservation agencies understand and utilize land tenure agreements in pursuing and monitoring conservation programs.

USDA’s Diversity Day 2012 was held on March 27th with presentations on GLBT Awareness. Around 35 USDA employees attended the live presentation or viewed the presentation in the NRCS state office conference room.

Federal Women's Program (FWP) Report

April 26, 2012

By Lori Schnoor, Iowa FWP manager

- 1/26 – presented FWP to Area 5 employees. I split my presentation into 3 parts. 1. Who we are and what we do. 2. Gender differences and how to better communicate. 3. Responsibility of all offices to outreach to women landowners in their counties.

March, 2012 - Sent several mass emails to all NRCS, State and SWCD Staff for Women's History Month. Listed below are the topics.

- 3/2 - Sent poster and President Obama's proclamation. Listed who represented the FWP Team from all areas. Also described our mission and what we do.
- 3/6 – Sent History of Women in SCS/NRCS
- 3/19 – Article to employees on outreaching to women landowners written by Tanya Meyer-Dideriksen. Had a couple comments and questions from field offices on what they could do. A couple offices had concerns that they were not outreaching to women landowners and should the SWCD be involved.
- 3/26 – Sent out notification to NRCS employees that WIN is now an organization they have an option to join.
- 3/26 – A History Lesson Not To Be Forgotten was sent to all employees on Women Suffrage and the consequences they suffered for the right to vote. Received several positive comments.



**Hispanic Emphasis Program Manager
FY 2012 Quarterly Accomplishment Report**

Quarter 2: January 1, 2012 through March 31, 2012
State: Iowa
Submitted by: Paul Vondra-HEPM
Date: April 30, 2012

The information you provide is critical to monitor and maintain an effective Hispanic Program. The information is also utilized to complete NRCS' annual MD-715 EEO Program Status Report, FEORP, and other national reports. *(Please refer to page 2 for the quarterly report component explanation and examples.)*

- 1. Barriers or Potential Barriers:** In many instances potential student trainees coming from other states don't have transportation. Most students are willing to walk the where they need to but many field offices are not within walking distance to rental properties.
- 2. Recruitment:** Emailed information to 19 Students, mostly from the Student Database, about NRCS Student Employment Program opportunities in Iowa. We received approximately 8 responses with interest from students from the University of Puerto Rico at Mayaguez and New Mexico State University. No new students were hired from the database. Iowa NRCS Human Resources reported they have one Hispanic Student Trainee from last summer (2011) returning for this coming summer (2012).
- 3. Career Development**
- 4. Promotions**
- 5. Community Outreach**
- 6. Communications:** Developed draft bulletin: IOWA BULLETIN NO. IA230-12-4 SUBJECT: EOP -EMPLOYEE LANGUAGE SKILLS RESOURCE LIST. The PURPOSE : To update an Employee Language Skills Resource List to serve as an updated tool for improved communication with non-English speaking customers. The list will be used internally as a resource of individuals who have the ability and are willing to assist in translation and/or interpretation. This is also a business plan line item on the Civil Rights Advisory Committee
- 7. Collaborating with NRCS Leadership**

8. Youth Activities

9. Hispanic Heritage Month

10. Other Assigned Projects and Duties

AIAN 2nd QTR REPORT

Forwarded all NRCS job announcements to the National AIAN SEPM for wider distribution, if they applied to out of state candidates.

Participated in National Quarterly SEPM conference call.

Assisted with the 2012 Diversity Day, including scheduling the conference call and Live Meeting. Also assisted with the audio and visual equipment setup, testing, and operation during the event.

Made presentation to the A3 Awards Meeting which included the *First People of the Prairies* video from IPTV. Reviewed MD-715, summary of results below:

The total number of employees in NRCS decreased to 12,171 in FY 2011. This represents a decrease of 374 employees, or a -2.98 percent decrease from 2010. The participation rates of Hispanic males and females, white females, black males and black females were below their representation in the civilian labor force (CLF). Persons with targeted disabilities' participation rates are below the EEOC Federal goal of 2 percent, currently at .89%. Asian males and females, and AIAN males and females were at or above CLF in 2011.

CLF AIAN .3% male & .3% female

291 employees are AIAN, 191 males or 1.57% and 100 females or .82%. When compared to the CLF rates, NRCS rates were 5 times larger for males and nearly 3 times larger for females.

Nationally in 2011, we lost 9 male but no female AIAN employees, causing little differences in NRCS percentages.

Iowa has 7 AIAN employees, 4 males or .94%, and 3 females .71% (Iowa's population is .4% AIAN, Iowa's CLF is unknown)

Race	NRCS 2010 Total	NRCS 2011 Total	NRCS 2010 %	NRCS 2011 %	Difference 2010/2011	CLF	2011 vs. CLF
White Male	6,851	6,534	54.61%	53.68%	-0.9%	39.0%	14.7%
White Female	3,539	3,440	28.21%	28.26%	0.1%	33.7%	-5.4%
Black Male	539	540	4.30%	4.44%	0.1%	4.8%	-0.4%
Black Female	423	449	3.37%	3.69%	0.3%	5.7%	-2.0%
Hispanic Male	387	391	3.08%	3.21%	0.3%	6.2%	-3.0%
Hispanic Female	228	217	1.82%	1.78%	-0.03%	4.5%	-2.7%
Asian Male	83	87	0.66%	0.71%	0.1%	1.9%	-1.2%
Asian Female	72	69	0.57%	0.57%	-0.01%	1.7%	-1.1%
NH/PI Male	11	13	0.09%	0.11%	0.02%	0.1%	0.0%
NH/PI Female	16	16	0.13%	0.13%	-0.01%	0.1%	0.0%
AI/AN Male	200	191	1.59%	1.57%	-0.02%	0.3%	1.3%
AI/AN Female	100	100	0.80%	0.82%	0%	0.3%	0.5%
Two or more Races Male	51	64	0.41%	0.53%	0.1%	0.8%	-0.3%
Two or more Races Female	44	59	0.35%	0.48%	0.1%	0.8%	-0.3%
Total NRCS Employees	12,545	12,171			-3.0%		

Asian American Pacific Islander
2nd Quarter (January-March) FY2012 Report

Greg Townley, AAPI SEPM

- Appointed as SEPM in Feb
- Phone call on 2-13-12 with Kurencio Ngowaki (National AAPI Emphasis Program Manager) to review duties of SEPM
- Participated in National AAPI Emphasis Program Managers Quarterly teleconference on Feb 23.
- Met with Trish Mootz and Linda Wells at State Office on March 1 to review SEPM duties and collect files from previous SEPM.
- Participated in SEPM Orientation teleconference on March 28
- Notified all Iowa NRCS employees of scholarship opportunities for AAPIs.

Disability/Veterans Program Manager Update

FY2012 2nd Quarter (Jan-March)

Iowa NRCS CRAC Meeting – May 2012

I presented at the Area IV All Employee Meeting on February 1, 2012.

I gave a presentation (via conference call) to the Leadership Team on April 4, 2012.

I forwarded all Iowa NRCS job vacancies to Iowa Vocational Rehabilitation Services (IVRS).

One Iowa NRCS employee was hired under Schedule A Hiring Authority this quarter.

Special Emphasis Program Accomplishment Report

STATE: IOWA

DATE: 4/26/12

BEPM: Jaia Fischer

QUARTER/FY: 2nd Quarter / FY12

Communications:

[*Click here for topic explanation*](#)

12/22/11 - Michelle Williams posted information about Kwanza to the BEPM Sharepoint site
1/12/12 - Michelle Williams sent an e-mail to all employees regarding Martin Luther King, Jr. information and celebrations throughout the state.
2/21/12 - Sent an e-mail to all employees regarding the NRCS Black History Month poster.

Working With Leadership:

[*Click here for topic explanation*](#)

3/28/12 - Email communications with Rich Sims, State Conservationist, regarding potential attendance at the Iowa FFA State Convention.

Recruitment, Promotions, and Recognition:

[*Click here for topic explanation*](#)

Outreach:

[*Click here for topic explanation*](#)

1/27/12 - Iowa NRCS and the Iowa Organization attended the "I'll Make Me a World In Iowa" Education Day. Representatives talked with students from metro schools about NRCS and conservation.

NRCS-Iowa will be conducting two meetings orientated toward limited resource producers and female producers. The program will be educational on our available programs and producers will have the opportunity to meet with NRCS staff. The meetings are scheduled in May and June.

Projects:

[*Click here for topic explanation*](#)

I have been in contact with the Iowa Human Resources staff regarding collecting data for the BEPM historical collection project.

Special Emphasis Program Accomplishment Report

Youth Activities:

[Click here for topic explanation](#)

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Special Emphasis History Month:

[Click here for topic explanation](#)

Michelle Williams created weekly emails to send to staff regarding black history in Iowa.

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Training:

[Click here for topic explanation](#)

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Other:

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Special Emphasis Program Accomplishment Report
Gay, Lesbian, Bisexual & Transgender Program
Quarterly Report
March 31, 2012

1. **Communications**-Provided articles on Diversity Day to "Current Developments" in February and also to RD for their "Crossroads of Diversity" newsletter.
Posted the GLBT program information on Iowa NRCS web page.

2. **Working with Leadership**- January 11th presentation to Leadership Team on the history of GLBT.

3. **Recruitment and Outreach**-Sent article on USAJobs to One Iowa in January.

4. **In-reach** –Working with National GLBT Program to amend PAW performance element to include sexual orientation and gender identity.

*Provided FSA and RD opportunities for SEPM training given by NRCS.
Developed Share Point site on the GLBT program in Iowa.*

5. **Projects**- Diversity Day lead March 27th 2012: Presentations from Rev. Greg Smith, David and Lisa Pope. Survey results for Diversity Day through Survey Monkey showed 229 participants for the Live-Meeting.

6. **Youth Activities**-Distributed to all Iowa NRCS information on the Iowa Matthew Shepard Scholarship applications due March 15th.

7. **Special Emphasis Month(s)**-No action yet

8. **Training**-Attended 7th annual Governors Conference on bullying and safe schools March 8th. Worked with management to allow all Iowa NRCS employees to attend Governors Conference.

Submitted by Laurel Foreman, GLBT Program Manager
Des Moines, Iowa
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