



Town of Arlington
Equal Opportunity Advisory Committee

730 Massachusetts Avenue, Arlington, MA 02476
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Tricia O'Donoghue, Chair
Barbara Boltz,
Mahendra Desai
Augusta Haydock
Jack Jones
Adrienne McClure
Howard Winkler

Caryn Cove Malloy, Equal Opportunity Officer

Equal Opportunity Advisory Committee
Meeting Minutes
Wednesday, January 11, 2012
7:30 p.m.

Present: Tricia O'Donoghue, Chair, Caryn Malloy, Barbara Boltz, Jack Jones, Mahendra Desai, Adrienne McClure

Absent: Howard Winkler, Augusta Haydock

Minutes

Corrections were made to the draft of the December 2011 meeting minutes. Barbara Boltz moved approval of the corrected minutes. SO VOTED

Current Job Openings

Members of the committee requested that the Library Director please provide the Committee with a complete listing of the places that the library director vacancy was posted.

Caryn Malloy also circulated information submitted by Recreation Director Joe Connelly about summer 2012 hiring through Arlington's recreation department.

The Committee also requested that the Library Director please provide a memo to the Committee indicating the condition of the minutes in the library and how often those minutes were reviewed by the public. The Committee is making preparations for favorable action under a warrant article that would eliminate the bylaw requirement that minutes be on file in the library in hard copy.

Current Bid Projects

Caryn Malloy circulated payrolls from the Thompson School project.

School Diversity Task Group

Barbara Boltz reported that the group met on September 9, 2012 and that they are working on a brochure for prospective minority teacher hires which will be ready for the job fair on March 21st. School Human Resources Officer Rob Spiegel will be working on getting address information so the group can send the brochure out to colleges. Barbara Boltz also reported that the program Today's Students Tomorrow's Teachers has five interested students according to School Superintendent Kathy Bodie.

Other Business

The Committee discussed edits to its submission for the Annual Town Report.

The Committee discussed potential goals for 2012. Barbara Boltz indicated that she would like to keep a closer watch on the Thompson School project and to strategize on ways to increase the number of minority applicants

The Committee also discussed potential guests for upcoming meetings including the Independent Authorities and the two Chiefs.

The Committee also expressed its desire to have a training for department heads on valuing diversity in the workplace.

Tricia O'Donoghue indicated that she would like to invite someone from the Permanent Town Building Committee come to a future meeting to discuss female and minority hiring goals and monitoring workforce participation in projects.

Barbara Boltz moved to adjourn the meeting at 8:41 p.m.

Caryn C. Malloy

Caryn Malloy
Equal Opportunity Officer