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Meeting Minutes 10/12/2005

Town of Arlington
Affirmative Action Advisory Committee

730 Massachusetts Avenue, Arlington, MA 02476
(781) 316-3120

Barbara Boltz, Co-Chair
 Adrienne McClure, Co-Chair
 Augusta Haydock
 Jack Jones
 Elaine Maclachlan
 Tricia O'Donoghue
 Howard Winkler

Caryn Cove Malloy, Affirmative Action Officer

Affirmative Action Advisory Committee
 Meeting Minutes
 Wednesday, October 12, 2005
 7:30 p.m.

Present: Caryn Cove Malloy, Barbara Boltz (Chair), Tricia O'Donoghue, Augusta Haydock, Jack Jones, Elaine Maclachlan, Adrienne McClure, Howard Winkler

Also Present: Fire Chief Allan McEwen

Before the Committee started its regular meeting the group was introduced to Fire Chief Allan McEwen. Chief McEwen was appointed to his position in the spring of 2005. The group engaged with the Chief in a discussion about his department and expressed their desire to have a stronger female and minority presence in the department. Currently there are no minorities and only one female working for the department. The Chief explained that he anticipates a total of five vacancies in the department in the next year and that more turnovers are expected in future years. The Committee thanked him for taking the time to be present for the meeting.

Meeting Minutes

Meeting of September 14, 2005, Elaine Maclachlan moved approval as amended. SO VOTED

Current Job Openings

The Committee reviewed the most recent hiring activity. Most recent hires were internal promotions so there was not much activity from outside applicants.

Current Bid Projects

The Committee reviewed an extensive list of the current projects in excess of \$200,000 currently in progress. On the recently awarded Spy Pond Storm water Project and Curb and Walk Projects there was no response from the contractors (DeFilice Construction of Dracut and Perkins Construction of Worcester) to the letter sent by Caryn Malloy requesting information on the female and minority participation plans for the project. Purchasing Officer Domenic Lanzillotti will be sending letters to both companies indicating that a failure to comply with the specifications of the project will result in a withholding of payments.

On the Dallin School project, the Committee is expecting that female and minority participation on the project will be more accurately reported in the next batch of payroll information received by the Town. Overall, the Committee was disappointed at the lack of response and cooperation from contractors.

Barbara Boltz brought in article from the Boston Globe which indicates that reconstruction projects associated with Hurricane Katrina are not being awarded to minority contractors despite the 5% federal requirement.

School Diversity Task Group

Barbara Boltz reported that the group attended the School Committee meeting the previous evening. The Chair of the School Committee, Jeff Thielman wrote to member Pearl Morrison and asked her to speak during the public participation portion of the meeting. Members Miriam Stein and Pearl Morrison spoke on behalf of the group. Miriam Stein gave a history of affirmative action issues and Pearl Morrison addressed what the group feels is necessary for success in the future. She gave three specific ideas: 1. the need for a School Human Resources Director 2. the need to identify vacancies in the school as early as possible 3. an across the school system assessment of the level of acceptance of minorities.

Barbara Boltz shared a copy of School Superintendent Nate Levenson's report on minority hiring. The Superintendent admitted that the schools were not being successful in increasing minority hires. He said that he agreed that the schools need to identify vacancies earlier. He also stated that new avenues need to be explored in order to achieve success. The group will be meeting with Mr. Levenson on October 26th and will reiterate some past ideas for success that have not yet been employed.

School Committee member Sean Garballey was appointed to serve as official liaison to the School Diversity Task Group. Chairman Jeff Thielman requested an interim report from Mr. Levenson on minority hiring. Mr. Levenson indicated that he anticipates reporting on the matter sometime in April.

Update of Affirmative Action Plan

The Committee reviewed pages 1-14 of the plan. Caryn Malloy reported that some of the census data appeared to be outdated and could not find the source of the information used when the plan was drafted. She presented the committee with some statistical information downloaded from the website of the Metropolitan Area Planning Council. The Committee requested that she do more research on the viability of using their statistics as the benchmark for female and minority employment goals for the Town. The Committee was asked to more closely examine the preamble of the plan for possible suggested changes.

Augusta Haydock moved to adjourn the meeting at 9:10 p.m.

SO VOTED

A true record. Attest:

Caryn Cove Malloy
Affirmative Action Officer