



EEO REVIEW NEWSLETTER

2011 / FY12

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MESSAGE FROM THE STATE EQUAL EMPLOYMENT MANAGER (SEEM)

Happy New Year!!! It is hard to believe that 2011 has come and gone. I hope that you had a wonderful holiday season and that your new year is off to a great and prosperous start.

The highlight of last quarter for the EO/EEO office was the 2011 NGB-EO/EEO Conference in Greensboro, NC. Attendance from Virginia included MAJ Emily Huffman (EO-Air), CPT Kervin Sider (EO-Army), MSG Dolan (EO Assistant-Army), SGT Lori Carpenter (EEO Assistant-VANG), and myself. We had the pleasure of meeting and exchanging best practices with our counterparts from the other 54 states/territories.

During the upcoming quarter we are excited to observe the first of the Special Observances for year 2012, Dr. Martin Luther King Day, Black History Month and Women's History Month.

This year we have added a benefit to the observances. In addition to providing observances for the fulltime staff, the EEO office has teamed up with the EO office in order to provide observances during the week-end drill for MDAY/ DSG units. Observances for MDAY/ DSG units are scheduled by request through the unit Commanders by contacting CPT Sider at 434-298-6229.

EEO/POSH Training will begin in February and run

through August. A memo with scheduled dates was sent to department and unit OICs. A copy of this memo can be found on the EEO website. We are looking forward to seeing everyone during the training sessions. If you enjoyed the funny and interesting clips added to our presentation last year, don't miss the updated clips for this year's training provided by SGT Carpenter.

As always, it is a pleasure to serve you. Please feel free to contact us with your EEO needs and questions.

Your SEEM,
CPT Amelia Coppage

Quote of the Quarter:

A Leader's Role:

Leadership is the capacity to **influence** others through **inspiration**, motivated by a **passion**, generated by a **vision**, produced by **conviction**, ignited by a **purpose**.

~Myles Munroe

The Spirit of Leadership

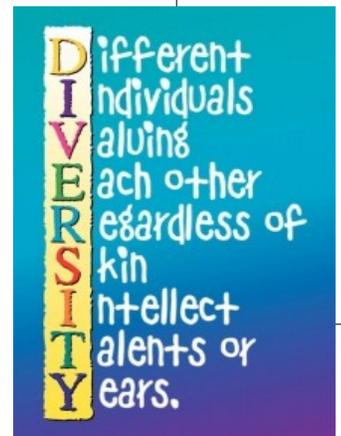
NGB EO/EEO CONFERENCE 13-18 NOV 2011

National Guard Bureau hosted its FY12 EO/EEO Conference in Greensboro, N.C. With over 250 EO/EEO personnel in attendance. We participated in workshops in regards to DEOCS System, Processing Military Complaints in the NG, and Model EO Program and Best Practices. Individuals visited the International Civil Rights Center & Mu-

seum for an engaging and educational journey through the challenges African Americans faced in the struggle for equal rights. With the historic F.W. Woolworth lunch counter as its centerpiece, the exhibits tell the story of the Greensboro Four, as well as other key human and civil rights struggles and achievements.

The event also included three

dynamic speakers BG James R. Gorham, Director, Joint Staff of North Carolina; Colonel Ondra L. Berry, Special Advisor to General McKinley; and Dudley E. Flood, Ed. D., is on the Board of Governors of the University of North Carolina, the Substance Abuse Advisory Committee for the North Carolina Prison System and on several other boards and committees.



COUNSELOR'S CORNER

MSG Tracey Webb: G1, Fort Pickett ,BLDG 316, 434-298-6218.

SFC Frederick Nicholas: FMS 2, Sandston, 804-328-3035.

SSG Tammy Spence: R&R, Staunton, 540-851-4124.

CW3 Renate Long: G4, Fort Pickett, BLDG 142, 434-292-8342

CPT Edward Harris: 1030th Trans BN, Gates City. 276-386-9187

The Equal Employment Opportunity (EEO) Counselor plays a vital role in the complaints process. The Counselor establishes an open and objective channel through which employees may raise questions, find answers, discuss problems, and obtain resolution to employment discrimination conflicts. The Counselor is an informal problem solver, fact



finder, mediator, and bridge between employees and management. The Counselor must be sensitive to the employment problems faced by all employees. The Counselor needs to be objective, communicate effectively, show good judgment in handling sensitive information, and be able to secure the confidence of both employees and management.

EEO counseling is the required first step in the EEO complaint process. EEO counseling provides an opportunity for informal resolution at an early stage. If the complaint is not resolved, the Counselor plays a vital role in ensuring prompt and efficient processing of the formal complaint.

2011 OUTSTANDING EMPLOYEES WITH A DISABILITY AWARD

To be nominated for this award federal employees who demonstrate job performance clearly exceeding requirements in spite of severely limiting physical and/or mental factors, and who exhibit courage and initiative in overcoming disabilities are encouraged to apply.

“Disability is a matter of perception. If you can do just one thing well, you're needed by someone.”
 ~Martina Navratilova

Nominees were rated on their job performance, community service, and courage and initiative in overcoming disabilities during Jan. 1 through Dec. 31, 2011.

Department of Defense (DoD) has

selected the following recipients for the 2011 Outstanding Employee With A Disability Award:

Major Leland D. Blanchard Office of the Director of the Army National Guard

Mr Thomas J Dembowski, NGB Office of the Associate Director for Small Business Programs

WHAT CONSTITUTES A HOSTILE WORK ENVIRONMENT?

Hostile work environment harassment occurs when unwelcome comments or conduct based on sex, race or other legally protected characteristics unreasonably interferes with an employee’s work performance or creates an intimidating, hostile or offensive work environment. Anyone in the workplace might commit this type of harassment – a management official, co-worker, or non-employee, such as a

contractor, vendor or guest. The victim can be anyone affected by the conduct, not just the individual at whom the offensive conduct is directed.

Examples of actions that may create sexual hostile environment harassment include:

- Leering, i.e., staring in a sexually suggestive manner

- Making offensive remarks about looks, clothing, body parts
- Touching in a way that may make an employee feel uncomfortable, such as patting, pinching or intentional brushing against another’s body
- Telling sexual or lewd jokes, hanging sexual posters, making sexual gestures, etc.
- Sending, forwarding or soliciting sexually suggestive letters, notes,

SPECIAL EMPHASIS PROGRAM MANAGERS CORNER

The primary objectives of the EEO Special Emphasis Programs are:

- Analyzing agency workforce data and identifying barriers in the areas of recruitment, hiring, promotions, career development, reasonable accommodation and retention affecting the full representation of protected groups (i.e. minorities, women and persons with disabilities).
- Compiling, developing, and disseminating information and documents for managers, supervisors, and employees to

provide knowledge and sensitivity in all facts or issues of



accessibility and reasonable accommodation of persons and veterans with disabilities.

- Developing and conducting programs such as training courses, workshops, job fairs, conferences, and commemorative observances to provide awareness, sensitivity and understanding of the special issues affecting employment of the protected groups.
- Interested in being a SEPM? Contact EEO and choose a category.

DISTURBANCE OVER RUDE FACEBOOK POSTINGS

Case Name: Blanchfield Army Community Hospital and AFGE Local 2022, 111 LRP 37334.

Ruling: Arbitrator James T. Ellis concluded that some Facebook postings by the grievant created a disturbance in her work unit. He ordered that a 14 day suspension be reduced to five days.

Summary: The arbitrator determined that he had to apply an agency regulation to determine whether Facebook postings by the grievant created a disturbance affecting morale, productivity,

or maintenance of proper discipline, or constituted false statements to harm the reputations of others. The arbitrator concluded that none of the entries, standing alone, rose to either level.

However, examining three of the postings collectively, the arbitrator con-

What it means: Social media postings by an employee can lead to discipline if it causes a disturbance to the workplace affecting morale and productivity.

cluded that they did lead to a “substantial disruption.” He noted that one of the grievant’s Facebook “friends” printed the postings and distributed them to coworkers who discussed them extensively for days. He noted that some coworkers were “greatly upset” by the grievant’s words.

Examining the seriousness of the sustained offenses, and mitigating and aggravating factors, was concluded that the grievant caused more harm to herself than others.—Provided from Managing Today’s Federal Employees.

UPCOMING OBSERVANCES ~ JOB STRESS 101

Martin Luther King Jr. Day, Remember! Celebrate! Act! A Day On, Not A Day Off!! ~ January 16, 2012.

Black History Month, Black Women in American Culture and History ~ February 2012

Women’s History Month, Women’s Education – Women’s Empowerment ~ March 2012

If you’re feeling job pressure, chances are that you’ll carry that anxiety home, according to the Cleveland Clinic. To maintain your cool, experts suggest that you prioritize your tasks by regularly making to-do lists; asking your help when you need it; and letting your boss know if you’re feeling overwhelmed. In addition, schedule short breaks; keep your desk clutter-free and, if at all possible, leave your work at the office to give yourself time to re-energize.



MARTIN LUTHER KING JR. DAY ~ JANUARY 16, 2012

What is MLK Day of Service?

It is a part of United We Serve, the President's national call to service initiative. It calls for Americans from all walks of life to work together to provide solutions to our most pressing national problems.

Six organizations have been awarded grants to lead service projects and dialogue on the Martin Luther King, Jr. Day of Service to transform Dr. King's

life and teachings into community service that helps create change in communities across the country.

All these organizations will bring communities together to bridge differences and address homelessness, hunger and poverty that American families and veterans face today.

On MLK Day, Jan. 16, 2012, Americans of every age and background will honor Dr. King by volunteering in their communities. Projects will

take place in all 50 states, including delivering meals, refurbishing schools and community centers, collecting food and clothing, supporting veterans and military families and more, with many projects starting on MLK Day and lasting throughout the year.

Find a project location in your area to volunteer:
<http://mlkday.gov/>

BLACK HISTORY MONTH ~ FEBRUARY 2012

“BLACK WOMEN IN AMERICAN CULTURE AND HISTORY”

Black History Month recognizes and honors important people and events in the history of African-American history. In 1926 noted historian, Carter G. Woodson, originated the idea of "Negro History Week". Woodson chose the second week of February because it marked the birthdays of two Americans who greatly influenced the lives and social condition of African Americans—former President Abraham Lincoln and abolitionist Frederick Douglass. The tradition of what became Black History Month greatly influenced the expansion of academic scholarship and the corresponding recognition of the rich

history of African-Americans culture and History”



Highlighted is Ida Bell Wells-Barnett (July 16, 1862 – March 25, 1931). She was an African American journalist, newspaper editor and, with her husband, newspaper owner Ferdinand L. Barnett, an early leader in the civil rights movement. She documented lynching in the United States, showing how it was often a way to control or punish blacks who competed with whites. She was active in the women's rights and the women's suffrage movement, establishing several notable women's organizations. Wells was a skilled and persuasive rhetorician, and traveled internationally on lecture tours. (www.asalh.org)

WOMEN'S HISTORY MONTH ~ MARCH 2012

“WOMEN'S EDUCATION – WOMEN'S EMPOWERMENT”

Although women now outnumber men in American colleges nationwide, the reversal of the gender gap is a very recent phenomenon. The fight to learn was a valiant struggle waged by many tenacious women—across years and across cultures—in our country. After the American Revolution, the notion of education as a safeguard for democracy created opportunities for girls to gain a basic education—based largely on the premise that, as mothers, they would

nurture not only the bodies but also the minds of (male) citizens and leaders. The concept that educating women meant educating mothers endured in America for many years, at all levels of education.

Pioneers of secondary education for young women faced arguments from physicians and other “experts” who claimed either that females were incapable of intellectual development equal to men, or that they would be harmed by striving for it. Women's supposed intellectual and moral weakness was also used

to argue against coeducation, which would surely be an assault on purity and femininity.

Emma Willard, in her 1819 Plan for Improving Female Education, noted with derision the focus of women's “education” on fostering the display of youth and beauty, and asserted that women are “the companions, not the satellites of men”—“primary existences” whose education must prepare them to be full partners in life's journey. (www.nwhp.org)

TEST YOUR WOMEN'S HISTORY I.Q.

TEN WOMEN TO IDENTIFY BY THEIR ACHIEVEMENTS.

1. Which mother led a 125-mile march of child workers all the way from the mills of Pennsylvania to President Theodore Roosevelt's vacation home on Long Island?
2. One of the most important Union spies and scouts during the Civil War was a Black woman who had escaped from slavery. Can you name her?
3. Before the 1960s, farm workers in the U.S. were not paid even the minimum wage, and had no influential representatives to fight for their rights. What part did Dolores Huerta play in changing this situation?
4. The line of beauty products she created for African-American people made her the first Black woman millionaire in the United States. Who was she, and when did she do this?
5. She came to the U.S. when she was a teenager to study science and stayed to become "the world's foremost female experimental physicist." Her most famous experiment disproved what had been thought to be a fundamental scientific law. Who is this outstanding Asian-American scientist?
6. She took her job as "First Lady" seriously, traveling the country and the world to gather information about the problems and concerns of workers, children, minorities, and the poor. She wrote a daily newspaper column and made frequent radio broadcasts. Who was this active wife of a president?
7. When the Mexican Revolution of 1910 reached the Texas border, she and her friends organized La Cruz Blanca, The White Cross, to take care of the wounded. They nursed people from both sides of the fighting. She was also known as a journalist and community activist. Who was she and where did she live?
8. Who was the last reigning monarch of the Hawaiian Islands, deposed when American business and military interests wanted to annex Hawaii to the U.S.?
9. She opened "Hull House" in a run-down Chicago neighborhood, a community center to improve conditions for poor immigrants. The program of English-language classes, childcare, health education and recreational opportunities soon inspired hundreds of other settlement houses throughout the country. Her name?
10. Daughter and granddaughter of Paiute Indian chiefs from Nevada, she lobbied Congress, wrote extensively, and traveled across country during the late 1800s lecturing on the hardships brought upon Native Americans by the U.S. Government. Her name?

Answers

1. The feisty labor organizer, Mary Harris Jones (1830–1930), did just that in 1903. Called "Mother" Jones by everyone, her goal for the march was to bring the evils of child labor to the attention of the president and the national press.
2. Harriet Tubman (1820–1913), who also led over 300 people in their escape from slavery via the system of safe-houses known as the Underground Railroad.
3. Dolores Huerta (b. 1930), a long-time Chicana labor activist, co-founded the United Farm Workers union in 1962. She served for over two decades as the union's vice-president and chief lobbyist, savvy labor contract negotiator, and nationwide speaker.
4. In 1905, Madam C.J. Walker (1867–1919) began developing an effective hair lotion, and then a special comb to straighten curly hair. She eventually employed 3,000 people, mostly Black women, to work in her factories and sell her line of products.
5. Chien-Shiung Wu (1912 – 1997) received both the National Science Medal and the internationally respected Wolf prize for her scientific research. Her most famous experiment showed that conservation of parity could be violated in nature.
6. Eleanor Roosevelt (1884–1962) was America's First Lady for 12 years. Later, she served as U.S. delegate to the United Nations where she was instrumental in securing passage of the Universal Declaration of Human Rights.
7. Jovita Idar (1885–1946) lived in Laredo, Texas. As a journalist, she wrote articles for Spanish-language newspapers, like El Progreso and El Heraldo Cristiano, which argued for Mexican Americans' equal rights.
8. Queen Liliuokalani (1838–1917). A revolution, encouraged and actively assisted by American interests backed by a U.S. Navy gunboat, established a provisional government in 1893. Among her lasting legacies: she composed over 200 songs, including "Aloha Oe".
9. Jane Addams (1860–1935). One of the first generation of female college graduates at a time when the world was not yet ready to give educated women positions of responsibility, found her own way to lead a useful life. She won the 1931 Nobel Peace Prize for her lifetime dedication to the cause of international peace.
10. Sarah Winnemucca (1844–1891), later named a chief in her own right. Her autobiography, *Life Among the Piutes: Their Wrongs and Claims*, was one of the first books by a Native American.

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Opportunity Website:
<https://vko.va.ngb.army.mil/Jstaff/SEEM>

Curious About EEO/EO?

Have a question think it may be EEO/EO related or not, just ask us and we will get you on the right path to the answer.



RELIGIOUS ACCOMMODATIONS CORNER

Religious expression, accommodation issues present challenges

Although claims of religious discrimination are raised less often than some other types of discrimination, they often present unique issues that require practical knowledge for their resolution.

How is religion defined?

Although it's difficult to precisely define religion, it generally involves sincerely held moral or ethical beliefs about life, purpose, and death. Religion includes observances and practices related to those beliefs. Individuals are protected from discrimination whether their religion is traditional and organized, or new, uncommon, or informal.

How far does an agency need to go in providing religious accommodation?

An agency is not required to undertake

significant expense or disruption that would be an undue burden. However, agencies are required to make a sincere and diligent effort in trying to achieve religious accommodation.

What can an agency do if an employee turns a work space into a religious shrine?

First, don't jump to any conclusions and don't make any decisions that aren't reasoned. If the employee's work space is private, your agency needs to lean on the side of allowing the display. However, if the employee works in a public area, the agency can certainly ask the employee to limit—not eliminate—the display of religious items.

If you ask an employee to take down any religious displays, be sure you can make a strong argument as to why it was an undue hardship on the agency

to allow them.

What if a time-off request isn't necessarily to attend services? What if the employee seeks regular time off for a peripheral event—like a church meeting or choir practice?

For the sake of good employee relations, it may be a good idea to try to accommodate a peripheral religious activity if it can be done easily through flexible scheduling. However, participation in optional activities such as religious study and choir practice is treated differently than a church member's belief in the tenets of religion. Agencies have no obligation to accommodate nonessential religious activities.

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