



**REGION IV BLACKS IN GOVERNMENT**  
*ALABAMA FLORIDA GEORGIA KENTUCKY MISSISSIPPI*  
*NORTH CAROLINA SOUTH CAROLINA TENNESSEE*



**REGION IV COUNCIL EXECUTIVE COMMITTEE VIRTUAL MEETING**  
**REGION IV AFFIRMATIVE EMPLOYMENT/EQUAL EMPLOYMENT COMMITTEE CHAIR**

**OCTOBER 1, 2022**

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**I. RESPONSIBILITIES**

Affirmative Employment/Equal Employment Opportunity (AE/EEO). The AE/EEO committee shall develop programs to address issues of employment discrimination raised by BIG members; shall review/monitor federal agencies annual EEO Program Status Reports to the EEO Commission to ensure compliance with EEO Management Directive 715 and the goal of achieving a Model EEO program; shall provide statistical feedback to the organization on the status of Black government employees in all areas noted on the annual Federal Equal Opportunity Recruitment Program Report. The committee will monitor all matters pertaining to affirmative action and work to assist in developing BIG's position on any legislation or impacting the advancement and employment opportunities of Blacks in government.

**II. ACTION ITEMS**

None

**III. ACTIVITIES/ACTIONS THAT SUPPORT BIG STRATEGIC PLAN**

- Serves as the Region IV AE/EEO Committee Chair, Region IV Third Vice President, Region IV Membership Committee Member, Region IV Awards Committee Member, Region IV Strategic Planning Committee Member assigned to the Advocacy Subcommittee, Magnolia Chapter President, National AE/EEO Committee Member and National EEO Institute Committee Member.
- AE/EEO Committee is committed to representing members and on-members who reach out for help in the complaint process, providing regional training, and providing an annual report on committee activities.

- Continue to communicate with the membership and the National AE/EEO Chair Honorable Alice Mercer on matters concerning this office, members, EEO Institute workshops for the National Training Institute, etc.
- Continue to provide National AE/EEO Chair Honorable Alice Mercer with the contact information for the Region IV AE/EEO Chapter Program Chairs inclusive of comments, issues, and concerns of this office.
- Continue to send emails to the Region IV AE/EEO Chapter Chairs, Executive Committee (EC), Standing Committees, Chapter Presidents and others information concerning the National AE/EEO Committee Monthly Teleconference Meetings, Webinars, etc.
- Continue to participate in monthly National AE/EEO Committee meetings and webinars and encourage the Region IV membership to participate.
- Continue to collaborate with the National AE/EEO Committee Chair and the Region IV Chapter Presidents in scheduling training on the AE/EEO Committee 2021 Annual Report.
- Participated in the Region IV Executive Committee Meeting, 3/24/22. During the meeting, Report of the Region IV AE/EEO Committee Chair was uploaded to the Region IV website. An overview of the report inclusive of the AE/EEO Webinars and Regional Training were provided.
- Participated in the Region IV 2022 Virtual Spring Council Meeting, 4/2/22. Primary Representative for the Magnolia Chapter. Report of the Region IV AE/EEO Committee Chair was presented. The report was uploaded to the website. There were no action items.
- Region IV 2022 Virtual Regional Training Conference (RTC) hosted by the CDC/ATRSDR Chapter, 5/21/22.
- Region IV Strategic Planning Committee Training, 6/10/22.
- Participated in the National AE/EEO Committee Meetings, 3/28/22 and 4/25/22. The meetings were hosted by National AE/EEO Committee Chair Honorable Alice Mercer. Report of the Region IV AE/EEO Committee Chair was presented. There were no action items.
- Participated and assisted with the monthly National AE/EEO Committee Webinars scheduled from 7:30 pm EST/8:30 pm EST. The link for registration was provided prior to each webinar.

Making the Right Choice to Address Workplace Disputes, 4/12/22

This training will discuss the importance of choosing the correct office within an agency in which to address workplace disputes.

The Family Medical Leave Act (FMLA) and the rehabilitation Act. 5/10/22

This training will provide a basic overview of the FMLA which provides for eligible employees to take leave for family and medical reasons due to serious illnesses and the Rehabilitation Act which provides for reasonable accommodations for employees with disabilities.

- Region IV 2022 Virtual Regional Training Conference (RTC), 5/21/22. National AE/EEO Committee Chair Honorable Alice Mercer presented a workshop on “Advocacy”. The RTC was hosted by the CDC/ATSDR Chapter.
- Region IV Strategic Planning Committee Training, 6/10/22.
- Participated in the Region IV Council Second Quarterly Chapter President’s Virtual Conference Call, hosted by Region IV Council President Honorable Calvin Stevens, 6/16/22.
- Participated in the Region IV Council Third Quarterly Chapter President’s Virtual Conference Call, hosted by Region IV Council President Honorable Calvin Stevens, 9/15/22.
- Participated in the Magnolia Chapter Meeting, 9/22/22. Elected as a Representative for the 2022 Region IV Council Virtual Fall Council Meeting for 10/1/22.
- Participated in the Region IV Council Executive Committee (EC) Meeting, 9/22/22. Informed the EC that the Report of the Region IV AE/EEO Committee Chair will be presented during the 2022 Fall Council Virtual Meeting on 10/1/22. There are no action items.
- As a result of the water crisis in Jackson, MS, participated in the donation and distribution of drinking water during which information concerning BIG was discussed and provided.
- No information for the Complaint Intake Spread Sheet.

#### **IV. CONCERNS/FYI**

Contact information for each Chapter’s AE/EEO Committee Chair and/or designees is needed.

#### **V. INVITATIONS & EVENTS**

- Upcoming National AE/EEO Committee Meetings are scheduled from 7:30 pm EST to 8:30 pm EST, the 4<sup>th</sup> Monday of each month, via video conference call/Microsoft Teams. The Report of the Region IV AE/EEO Committee Chair will be presented during each meeting.
- Upcoming AE/EEO Webinars are scheduled from 7:30 pm EST/8:30 pm EST, the 2<sup>nd</sup> Tuesday of each month, via video conference call/Microsoft Teams. The link for registration will be provided prior to each webinar.
- Region IV Council 2022 Virtual Fall Council Meeting, 10/1/22. I am a primary representative from the Magnolia Chapter. Report of the Region IV AE/EEO Committee Chair will be presented and uploaded the Region IV website. There are no action items.
- Fireside Chat with BIG National President Honorable Shirley A. Jones, 10/12/22.

## **VI. ACTIVITIES/ACTIONS THAT SUPPORT BIG'S STRATEGIC PLAN**

### ***A. Communication Flow:***

It is critical to the successful execution of this strategic plan that communication is clear, open, and transparent. Information must flow from our leadership to committee, from committee to committee and to all levels of the organization timely and with integrity.

- Continue to communicate to Region IV Executive Committee members, Standing Committee Chairs, Chapter Presidents, and BIG members (ongoing) on matters pertaining to AE/EEO.
- Will participate in the Region IV Strategic Planning Committee's events and will send emails to Region IV to participate.

### ***B. Financial Accountability:***

If this organization is to be fiscally responsible, it is imperative that the President, Treasurer and Finance Committee develop a Financial Plan that provides oversight for short-and long-range spending.

- As President of the Magnolia Chapter, ensured that the chapter completed the mandatory BIG Financial Chapter Reporting Requirements.
- As President of the Magnolia Chapter, ensured the Magnolia Chapter's Treasurer and Assistant Treasurer participated in the Region IV BIG Financial Chapter Reporting Requirements Training conducted by Duane Hill, National Assistant Treasurer

### ***C. Advocacy:***

Our advocacy roles should define Blacks In Government as a World Class Training Organization focused on barriers and enhancements to career development and the eradication of racial discrimination by establishing a coordinated Government-Wide initiative to promote diversity and inclusion IAW Executive Order 13583.

- Participated in the Region IV Strategic Planning Committee's training on "Advocacy" 3/15/22 and sent emails to Region IV members to participate.
- Will continue participate Region IV Regional Training Conferences, etc. and encourage the membership to participate.

### ***D. Membership:***

It is a known fact that the most critical part of Blacks In Government is its members. Our focus should be to consistently retain and recruit members at the federal state, and local levels. It is also our goal to clearly identify, implement, and communicate initiatives that will show the current and potential members the benefits of being an active member of BIG. Our attempt is to show the member and others that BIG can greatly improve the implementation of its programs, financial position, and advocacy efforts when we have an increasing and strong membership. Our belief is that "Membership is the backbone of our organization". Membership will focus on increasing members from the Federal, State, and Local Government. We must Recruit, Retain and Reclaim!

- Member of the Region IV Membership Committee.
- Continue to work with the National and Region IV Membership Chairs to resolve issues concerning membership inclusive of recruiting, retaining, and reclaiming.
- Continue to work with the membership in ensuring that membership rosters are accurate/updated, and members renew their membership in a timely manner.

**Goal I:** To be an advocate of equal opportunity for Blacks in Government.

**Strategies**

- a) BIG will examine the annual OPM Report Card on federal government and other agencies to compare the statistics to determine the trends of minority employees as it relates to recruiting, promotions, demographics, etc.
  - Participate in working group to address issues and concerns regarding African Americans in the workplace.
  - Continue to monitor agency websites.
  - Coordinating with agencies and individuals to get the latest data to address any adverse impact.
  - Educate, assist, address issues and concerns of members within the workplace.

**Goal II:** To eliminate practices of racism and racial discrimination against Blacks in Government.

**Strategies**

- a) BIG will meet with agency management officials to point out practices of racism and racial discrimination against Black (and other minorities) in government and offer solutions to eliminate unfair practices.
  - Participate in the Complaint Advisors training and ensures Region IV AE/EEO assigned members participate in the training.
  - Participate on Region IV committees/offices to address issues and concerns of Blacks in Government.
  - Subscribe to appropriate agencies mailing list to keep abreast the latest information.
  - Use the MD-715 reports to show patterns of racism and racial discriminatory practices at agencies.
  - Attend the monthly National AE/EEO Webinars and meetings, EEOC and other agencies webinars.