

# Memorandum

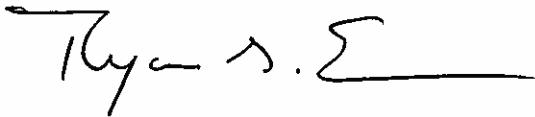


Date: April 16, 2010

To: Mayor Pro Tem Dwaine Caraway, Chair  
and Members of the Public Safety Committee

Subject: Equal Employment Opportunity Update

The Public Safety Committee will be briefed on the Equal Employment Opportunity Update on Monday, April 19, 2010.



Ryan S. Evans  
First Assistant City Manager

## Attachment

- c: Honorable Mayor and Members of the Dallas City Council
  - Mary K. Suhm, City Manager
  - Deborah Watkins, City Secretary
  - Tom Perkins, City Attorney
  - Craig Kinton, City Auditor
  - Victor Lander, Administrative Municipal Judge
  - Jill A. Jordan, P.E., Assistant City Manager
  - A.C. Gonzalez, Assistant City Manager
  - Forest E. Turner, Assistant City Manager
  - Jeanne Chipperfield, Chief Financial Officer
  - Helena Stevens-Thompson, Assistant to the City Manager Mayor/City Council Office



# Equal Employment Opportunity Update

**Sherry Durant**  
**EEO Compliance Manager**  
**Professional Standards Bureau**  
**Dallas Fire-Rescue**

**April 19, 2010**



Key Focus Area

Public Safety

# Purpose

- This briefing will provide an update on Dallas Fire Rescue Department's Equal Employment Opportunity (EEO) Program.
- DFR is committed to carrying out the mission and achieving departmental goals and expectations.
- DFR recognizes the importance of building respect and fostering workplace inclusion.

# Compliance Plan

- Establish a comprehensive action plan for the benefit of DFR employees.
- Focus on monitoring and managing cultural differences and interpersonal conflict.
- Continuous professional development training for DFR employees.
- EEO Hotline established on August 11, 2009.

# EEO Audit Findings

- In accordance with the EEO compliance plan, station audits were conducted from August 10, 2009 through October 9, 2009.
- Needed updated EEOC Posters at all work locations.
- Needed secure cabinets for storage of personnel files.
- Conduct audits on an annual basis to ensure consistency.

# Phase II Training

- DFR Workshop for Chief Level Officers and Managers was held on January 7, 2010.
- Hired a professional consultant to design a Diversity and Workplace Inclusion Training Program.
- “Train-the-Trainer” sessions will begin on May 10-12, 2010 for adjunct trainers assigned to DFR.

# Phase II Training

- New recruits have been introduced to GLBT as part of the New Employee Orientation.
- GLBT Training deliverables currently being developed and reviewed by the Dallas Gay & Lesbian Alliance and the City of Ft. Worth.
- Train-the-Trainer” sessions for GLBT will begin on/or about June 7-11, 2010 for adjunct trainers assigned to DFR.
- Partnership with GLBT Liaison’s from other agencies.

# Questions