PLEASE FORWARD AND POST THIS NEWSLETTER TO BENEFIT ALL PERSONNEL

A Publication of the U.S Coast Guard Office of Civil Rights, Washington DC 20593 202-372-4500 Fax 202-372-4967

April 2008 US COAST GUARD **Volume 3 Number 4**

NUMBERS

22 - The number of members of the African-American Berry family who served their country in the U.S. Life-Saving Service and U.S. Coast Guard. Chief Boatswain's Mate Maxie Berry, Sr., was the Officer in Charge of the historic Pea Island Station, NC, in the 1940's. His father, Joseph H. Berry, joined the Life-Saving Service in 1897.

EQUAL OPPORTUNITY TOOLBOX

What Does a Mentor Do? This and many other questions are answered in the *Army Mentorship Handbook*. Other questions posed in the manual include: How to Find a Mentor? Can Military to Civilian (or Vice Versa) Relationship be Helpful? The book describes the roles and responsibilities of mentors and protégés so that both know what to expect!
Visit: www.army.mil

OFFICE OF CIVIL RIGHTS

Ms. Terri Dickerson, Director
CAPT Joseph Kolb, Deputy
Ms. Tina Calvert, Compliance and Liaison
Ms. Arlene Gonzalez, Policy & Plans
Ms. Talisha Rosen, Resource Management/Strategic Planning
Ms. Francine Blyther, Investigations and Response

***Best Practices, Photos to share? Send to Civil Rights on Deck, 2100 Second St, SW Suite 2400, Washington DC 20593,* 202-372-4500 Fax 202-372-4967 *or email,* deborah.i.gant@uscg.mil**

IT'S TRANSFER SEASON! IS YOUR WORKFORCE READY?

Along with their myriad other checklists, the Office of Civil Rights reminds commanders to take stock of managers' and supervisors' EEO readiness. **Help is Available**. The U.S. Equal Employment Opportunity Commission (EEOC) Training Institute offers a variety of workshops and seminars geared specifically for the federal sector. EEOC's training is ideal for federal supervisors and employees, EEO counselors and investigators, agency representatives and attorneys, and anyone else interested in or responsible for compliance with equal opportunity laws, regulations, and practices.

Many classes will be offered at locations nationwide. **Best Practice:** why not offer an on-site course to your entire workforce? All of EEOC's standardized courses can be delivered on-site, tailored to your unit's needs!

Examining Conflicts in Employment Law (EXCEL) is the premier training conference for Federal managers, supervisors and EEO practitioners. This conference features top-level officials from the (EEOC), other federal agencies and nationally known EEO professionals. The 2008 EXCEL Conference will be held in Chicago on August 18-21, 2008.

What better way to expend FY08 training dollars than to ensure your command's preparation for non-discrimination in the workforce. **For information about the EEOC Training Institute, call 1-800-600-6157 or email eeoc.traininginstitute@eeoc.gov.**

IN COAST GUARD HISTORY

Captain Michael A. Healy served as long-time Commanding Officer of the Cutter BEAR, of the famous Revenue Cutter Service. He received his commission as third lieutenant from President Abraham Lincoln in March 1865, a month prior to Lincoln's assassination, becoming the first commissioned African-American officer of the United States government. In 1877, he became the first African-American to command a vessel of any kind in service of the United States.

MAY IS ASIAN PACIFIC AMERICAN HERITAGE MONTH, THEME: "LEADERSHIP, DIVERSITY, HARMONY - GATEWAY TO SUCCESS"

UPCOMING EVENTS!

APRIL

*** 28th-May 3rd;** Association of Naval Services Officers (ANSO) 28th Annual Professional Development and Training Symposium; Drexler Conference Center, Virginia Beach, VA; Theme: "Hispanic Americans: Making a Positive Impact on American Society." Visit www.ansomil.org

MAY

*** Asian Pacific Heritage Month**

JUNE

*** 23rd-27th;** Federal Asian Pacific American Council (FAPAC); Marriott @ Brooklyn Bridge, New York, NY; Visit www.fapac.org for more information.

*** 24th-26th;** Women in Law Enforcement; Hyatt Regency Tampa, Tampa, FL; Registration is $475 before April 30, 2008 and $525 after that date. Visit: www.wifle.org to register.

COMPLAINTS CORNER!

Mediation Questions and Answers

Question: What are the key ingredients in conducting a smooth and successful Alternative Dispute Resolution (ADR) session?

Answer: Key Advisors. A contact list with key advisors, decision makers, and specialists, who have been alerted to be on call, will enable the mediator to immediately clear up any questions or concerns raised by parties to a mediation, and avoid unnecessary delays in reaching agreement. The list of key contacts may consist of specialists from HR, labor relations, legal, Equal Opportunity/Civil Rights, or management officials who have decision authority. The list should be consistent with the matter being mediated.

Question: Should an agency offer ADR to all complainants, or just target specific types of cases?

Answer: The most important factor is to offer ADR as soon as possible after a claim has been raised, with the goal of early resolution. Thus, ADR should be offered to aggrieved parties at the pre-complaint or counseling stage. Mediation can be offered at any time thereafter. (Note: for successful resolution, parties may not be forced into mediation; they must enter willingly.) For additional information, contact Francine Blyther, Francine.Blyther@uscg.mil.

INFUSION: CGA'S 33RD ANNUAL ECLIPSE WEEK

The Coast Guard Academy hosted its 33rd Annual Eclipse Week, an active celebration of multi-cultural heritage and leadership sponsored by the Academy's Diversity Counsels. This year's theme "Infusion" highlighted mentoring and professional development activities supporting CGA's strategic initiatives for diversity, retention, and recruitment. Widely attended by Coast Guard personnel with diverse backgrounds and experiences, activities included forums attended by officers, civilian employees, retirees and cadets covering topics such as Ethics in Leadership, Mentoring and Professional Development.

US Coast Guard Cadets attending Cultural Dinner at which the first ever Dr. William DeHomer Waller Legacy award named for the Academy's first black professor, was given.

LEARNING THE ROPES FROM TEAM MIAMI

Coast Guard presented Sector Miami with the 2008 Partnership in Education (PIE) Collaborative Award for outstanding performance with Miami Edison Middle School, Miami Edison Senior High School, Gaining Early Awareness and Readiness for Undergraduate Program (GEAR UP), and International University Miami. Sector Miami partnered with two local schools and GEAR UP. In total 26 Coast Guard members participated as mentors, and numerous volunteers dedicated more than 875 hours to students' academic and personal development. Mentors assisted students in achieving record academic gains, participating in advanced placement courses and developing an interest in attending college. Pictured below: some of the mentors with students.