

# CIVIL RIGHTS ON DECK



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## ADR: What's it all About?

Have you ever wondered whether participating in alternative dispute resolution (ADR) is worthwhile? If so, you aren't alone. Often, both management officials and complainants are reluctant to attempt resolution. However, ADR is an easy decision if one considers the underlying rationale of the federal sector complaint process!

The federal government aspires to be a model employer that leads by example. Since discrimination undermines the integrity of a workplace, the complaint process - by design - encourages prompt reporting. Identifying concerns early enables agencies to respond swiftly and self-correct. ADR lubricates this process by giving the two sides a forum to voice their perspectives, and the flexibility for creative problem solving. In FY12, ADR helped resolve 38 complaints at CG! For more info, contact ADR Manager, [Ms. Kimberly Day-Lewis](mailto:Ms. Kimberly Day-Lewis), or call 202-372-4512.

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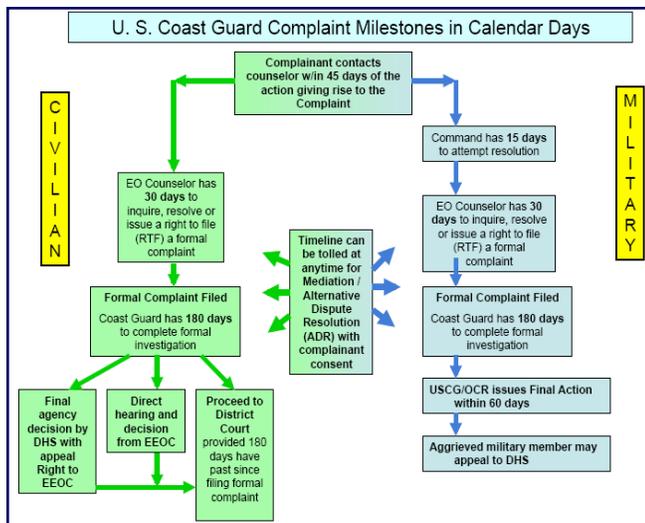
## Navigating EEO/EO Complaints

**A number to remember: 45.** That is the number of days within which an individual ("aggrieved"), who believes that he/she was subjected to unlawful discrimination, must initiate the Equal Employment Opportunity (EEO) pre-complaint process.

For military, the Command has 15 days to attempt resolution. After that, the aggrieved may access the pre-complaint process.

**Pre-complaint process:** The Counselor has 30 days to attempt resolution. If these efforts are unsuccessful, the counselor will provide the aggrieved with a letter granting the right to file a formal complaint.

**Formal complaint process:** If a complaint is filed, accepted claims will be investigated. CG has 180 days to investigate the complaint and to issue a Report of Investigation (ROI) to the aggrieved. Civilians then have 30 days to elect a hearing, a final decision by the Department of Homeland Security (DHS), or to withdraw the complaint. Conversely, military members can elect a final decision by the Commandant or withdraw the complaint. Resolution alternatives are available and encouraged at all times. See [COMDTINST M5350.4c](http://COMDTINST M5350.4c) or your [local civil rights service provider](#). Print a "map" of the process at <http://bit.ly/ComplaintTimeline>. Submitted by Ms. Erika Selmon



## Coast Guard and "Read Across America"

In celebration of "Read Across America" Day, members of Sector Los Angeles/Long Beach read to K-6th grade students at Benito Juarez Elementary School. This nationwide observance promotes reading, and coincides with the birthday of Dr. Seuss. For more info or to see how you can inspire students in your area, visit <http://www.nea.org/grants/886.htm>. Submitted by Ms. Gwendolyn White

## Introducing DHS Pride!



DHS Pride is an officially-recognized association of lesbian, gay, bisexual, and transgender (LGBT) employees from the Department of Homeland Security and its operational components. Formed in 2011, DHS Pride celebrates the diversity that LGBT personnel can bring to the workplace, serves as an informational resource for members, and acts as a liaison between the Department and the LGBT community. The association also partners with Open Guard, CG's own LGBT group. Over the past year, DHS Pride has:

- Hosted 2011 and 2012 June Pride Ceremonies, attended by DHS Secretary, Janet Napolitano, and ICE Director, Mr. John Morton.
- Launched a regional chair system, and sponsored numerous successful networking/social events for DHS Pride members in cities across the country.
- Collected and disseminated informational resources on personnel rights, entitlements, and benefits via [www.DHSPride.org](http://www.DHSPride.org), a Facebook page, and Twitter feed (@DHS\_Pride).
- Created working groups to identify and address issues experienced by specific subgroups of the LGBT community, including a Law Enforcement Officer/Military Working Group.

With 270 members and growing, DHS Pride is seeking new and better ways to serve their membership and the Department. For more info, please email [DHS.Pride.Information@gmail.com](mailto:DHS.Pride.Information@gmail.com) or visit [www.DHSPride.org](http://www.DHSPride.org). Submitted by Mr. Adam M. Sulewski, President, DHS Pride

## Civil Rights Assistance: CRD Takes to the Water



▲ **CGC BARANOF:** Ms. Laurene Gooch, Equal Employment Manager, Zone 7, and Mr. Reginald Diggins, Deputy Regional Manager, Region 2, (pictured to the left) aboard the CGC BARANOF during an Equal Opportunity Technical Assistance Visit to the Kingdom of Bahrain. CAPT Paul Flynn, Commodore, Patrol Forces Southwest Asia requested the assessment, and the Leadership and Diversity Advisory Committee (LDAC) sponsored the visit to evaluate the impact of the challenging work environment on civil rights and overall mission accomplishment. Submitted by Ms. Laurene Gooch



▲ **CGC JUNIPER:** Mr. Bill Cashman, Zone 1 Civil Rights Manager, recently made an assistance visit to the CGC JUNIPER, which is located on U.S. Naval Station in Newport, RI. Mr. Cashman met with the Executive Officer, LT Frank Morrison, as well as ENS Jordan Mestemaker (pictured above), who serves as the Chair of the cutter's LDAC. Although having an LDAC is only required for units with over 50 people, the Command of the USCGC JUNIPER (with 42 personnel) sees the value of the committee and has established one. Their LDAC is actively planning special events and cultural observances, like a visit to a local synagogue in Newport which was prominent in our nation's history of religious liberty. Submitted by Mr. Bill Cashman

▶ **CGC DAUNTLESS:** Ms. Pamela Middlesteadt (pictured below), Civil Rights Manager, Zone 9, on the CGC DAUNTLESS, discussing Equal Opportunity, Women's History Month, and the reactivation and overview of the Defense

Equal Opportunity Management Institute's Equal Opportunity Climate Survey (DEOCS) with the cutter's Commanding Officer, CDR John Pruitt (pictured right), and the Command Chief, MKC George Dunn (pictured left). CDR Pruitt led a tour of the DAUNTLESS, highlighting several onboard displays commemorating Women's History Month. Submitted by Ms. Pamela Middlesteadt



## Units Across Coast Guard Celebrate National African American History Month!



**MSU Chicago:** To celebrate National African American History Month, MSU Chicago members recently completed a guided tour of the DuSable Museum of African American History located in Chicago, IL. Founded in 1961 by teacher and art historian Dr. Margaret Burroughs and other leading Chicago citizens, the DuSable Museum was developed to preserve and interpret experiences and achievements of people of African descent and is dedicated to the collection, documentation, preservation, and study of the history and culture of Africans and African Americans. For more, see <http://www.dusablemuseum.org/about/history>. Pictured: Back (L-R) MST2 Benjamin Martin, MST1 Brenden Otjen, MSTC Aaron Borg, MSTC Adam Brown, MST3 Parker Wood, MST2 Nathan Scott, MST2 Branden McCarty, Front (L-R) LT Furyisa Miller, LT Leslie Downing, Ms. Beverly Childs & MST3 John Schleicher. Submitted by LT Furyisa Miller, MSU Chicago

**Sector San Juan:** In order for cultural observances to be successful, they must be well organized, well attended, and connected to the overall missions of the CG. Recently, Sector San Juan exceeded these expectations, hosting an African American History Extravaganza, which featured guest speakers, a Caribbean African root music/dance group, and ethnic food sampling. Mrs. Eleanor Allen, Vice Principal, Antilles Elementary School, and U.S. Army Lieutenant Colonel Samuel Licorish, Fort Buchanan, Puerto Rico, each shared inspiring stories and historical facts. Over 140 CG military members, civilian employees, and guests attended the event. Bravo Zulu to CAPT D. W. Pearson, Commanding Officer, Sector San Juan, and the San Juan LDAC. Submitted by Ms. Davidad Langley

