Diversity & Inclusion (D&I)

1st - 2nd Quarters FY 2019
(October 2018 – March 2019)
Quarterly Highlights

May 22, 2019
Summary

1st - 2nd Quarters FY 2019

Demonstrated Leadership Commitment

Topics

16

D&I Topics

Total # of Employees Attending Discussions

107

Continuous D&I Education, Awareness, and Skills Development

Activities

31

D&I Awareness Education/Activities

186

Attendees

Special Emphasis Observances

5

Events

61

NSSC Attendees

Employee Engagement & Effective Communication

18

Notifications

4

Participants

Career Development

Demonstrated Commitment to Community Partnerships

Events

10

2,132

Attendees

Small Business Outreach

Activities

2

104

Reached

Community Outreach

RELEASED - Printed documents may be obsolete; validate prior to use.
**D&I Accomplishments October 2018 - March 2019**

<table>
<thead>
<tr>
<th>Principle 1: Demonstrated Leadership Commitment</th>
<th>Strategy 1.3 - Monthly D&amp;I Discussions</th>
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<tbody>
<tr>
<td>Principle 2: Employee Engagement &amp; Effective Communication</td>
<td>Strategy 2.1 - Focus on Career Development</td>
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<td>Principle 5: Shared Accountability and Responsibility for D&amp;I</td>
<td>Strategy 5.1 - Employee Engagement in the NSSC D&amp;I Plan</td>
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**Quarterly Highlights**

- (Director’s Office) The Executive Director presented the D&I Topic “Empower Your Employees” at the Senior Leadership Team (SLT) meeting in March. (1.3)
- (Director’s Office) The Executive Director encouraged SLT members to encourage division employees to participate in monthly D&I activities. (3.1)
- (Director’s Office) The Executive Director provided the opening remarks at the Women's History Program on in March. (3.1)
- (Director’s Office) The D&I Board discussed developing a joint NSSC/SSC D&I Board Charter at meetings in November and February. (5.1)
- (ODEO) Manager put a call for Special Emphasis Program Manager (SEPM) Applicants in PAVE. (2.1)
- (ODEO) Stennis Diversity Council meetings were held in October, December, and February. (2)
- (ODEO) NASA Associate Administrator for ODEO, Steve Shih, met with members of the Stennis Diversity Council and employees to discuss the new Unity Campaign. (2)
### Principle 3: Continuous D&I Education, Awareness, and Skills Development  
**Strategy 3.1 – Heighten D&I Awareness**

### Principle 4: Demonstrated Commitment to Community Partnerships  
**Strategy 4.2 – Participation in local programs and community outreach**

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<tr>
<td>• (ODEO) Manager attended monthly tag ups with senior leaders and bi-monthly Senior Leadership Team meetings. (3.1)</td>
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<td>• (ODEO) The NASA Associate Administrator for ODEO conducted Anti-Harassment Training for managers, supervisors, and employees. (3.1)</td>
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<td>• (ODEO) Held Conflict Resolution Month activities in October including an open house and True Colors personality assessment training. (3.1)</td>
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<td>• (ODEO) Conducted Disability Etiquette training for employees in three divisions. (3.1)</td>
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<td>• (ODEO) ODEO Manager attended the CISM Meeting to discuss impact of the furlough on employees. (3.1)</td>
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<td>• (ODEO) Prepared monthly D&amp;I articles for the monthly onsite newsletter <em>Lagniappe</em>. (3.1)</td>
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<td>• (ODEO) ODEO Manager was the keynote speaker for the Lockheed Martin Diversity Day in October. (4.2)</td>
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Support Operations Directorate (SOD)
### D&I Accomplishments October 2018 - March 2019

**Support Operations Directorate**

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#### Quarterly Highlights

- The monthly D&I topic “Work/Life Balance” was presented by Strategic Integration & Communications (SIC) at the SLT meeting in October. (1.3)
- The monthly D&I topic “Good Ideas” was presented by Information Resources Division (IRD) at the SLT meeting in February. (1.3)
- Managers shared monthly D&I topics with employees. (1.3)
- Budget & Accounting Division (BAD) employees attended employee relations training. (3.1)
- Eleven BAD and two SIC employees attended the Anti Harassment Training in November. (3.1)
- SIC advertised and promoted all special emphasis observance events. (3.1)
- IRD and BAD employees attended special emphasis observance events for Disability Awareness, Black History Month, and Women’s History month. (3.1)
Service Delivery Directorate
**D&I Accomplishments October 2018 - March 2019**

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### Quarterly Highlights

**Financial Management Division (FMD) - XD010**
- Monthly SLT D&I topics forwarded to all FMD team members. FSB Chief discussed “Good Ideas” D&I topic at staff meeting. (1.3)
- Encouraged all eligible employees to apply for Special Emphasis Program Manager detail and approved two employees’ applications. (2.1)
- Employees encouraged to attend self-development training Developing Effective Relationships and onsite CFO University self-development course. (3.1)
- Employees encouraged to attend Black History and Women’s History programs. (3.1)
- FSB Chief is a member of the D&I Board and supported meetings/discussions. (5.1)

**Human Resources Services Division (HRSD) - XD020**
- Briefed monthly D&I Topics from SLT meeting. (1.3)
- Developed a plan to implement celebration of ethnic heritages for HRSD employees. (1.3)
- Shared detail and development assignments with all NSSC employees. A NSSC employee was selected for the MIT Pilot. (2.1)
- HRSD leadership attended training courses: A Manager’s Guide to D&I and Accommodations, Bridging the Diversity Gap, Alternative Dispute Resolution, and True Colors training. (3.1)
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<td>Strategy 4.1 - Small Business Goals to help expand diversity</td>
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### Quarterly Highlights

**Procurement Services Division (PSD) – XD040**

- Devoted staff meeting to discuss training and career development. (2.1)
- Employee participated in Leading by Influence course at NASA HQ. (2.1)
- Held an End of Furlough teambuilding luncheon to help build morale after the Government shutdown. (2.1)
- Manager met individually with new employees to assist with integration into NSSC. (2.1)
- Employees received ODEO True Colors training to help employees recognize personality differences. (3.1)
- Performed matchmaking sessions with small businesses in various locations. (4.1)
- Met with Perspecta in regards to the Mentor Protégé Agreement deliverable and met with AT&T and Verizon to discuss participating on NSSC Outreach and OSPB HBCU Road Tours. (4.1)
- Attended SBA DRIVE 8(a) Summit in Jackson, MS and performed matchmaking with small businesses. (4.1)

**Enterprise Services Division (ESD) – XD050**

- All direct reports attended and discussed D&I topics. (1.3)
- Manager attended special emphasis observance events. (2.1)
- ESD management attended Employee Relations and Anti-Harassment training and D&I training at quarterly leadership meeting. (3.1)
### Tentative Schedule

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<tr>
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<td>August 7</td>
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