

JEDI COMMITTEE MEETING
DES EOC Meeting Room
10425 Audie Ln La Plata, MD 20646

Meeting Minutes for November 18, 2020

In Attendance: Amy Willey, Karen Turner, Kimberly Eubanks, Lori Cherry, Peter Wild, Robert Phillips, Tasia Green, and Ruby Hagens.

Absent: Julie Raley

I. Meeting Called By: Tasia Green at 1:23pm

II. Old Business:

- a. Discussed what the Jedi Committee is and the expectations of the committee.
- b. Voted For Leadership
 - 1. Chairperson: Tasia Green
 - 2. Vice Chairperson: Karen Turner
 - 3. Secretary: Amy Willey
 - 4. Information Coordinator: Julie Raley

III. Dynamic Activity:

- a. Tasia put together an Ice Breaker opening activity, so we could get to know each other better.

IV. New Business:

- a. We discussed Enhancement and diversity to the DES Division and how we can achieve it. We decided to start with looking at Job Descriptions and how they could keep someone from applying. Or how to re-word to attract a diverse group of people.

- 1. EMT/Paramedic Eligibility Lists: Just re-did hiring process. Old Process was Test, CPAP, And Interview. The interview was weighted the highest. New Process includes Written 30%, CPAP 30%, Oral Board 30% , and written portion is 40%. Currently 129 employees
- 2. Public Safety Dispatcher: We need more detailed percentages on how they are ranked. Will discuss next meeting. Between 25-30 employees
- 3. Part-time HAZMAT: Basic Application. If you qualified, you are typically hired. There is a committee that was put together to change the application process. Will follow up on further hiring process. 27 employees
- 4. Jobs Not discussed: FARU and Animal Control and Shelter. There was no representative to speak on Animal Control/Shelter. FARU titled is being changed and will discuss when changes are made.

V. Open Forum:

- a. Spoke about getting DES employees cross trained.
- b. Talked about having Charmaine Brown (Chief Equity Officer) give us the Unconscious Bias training.
- c. Agenda for next meeting: December 8th at 1:00pm

1. Going over the job descriptions again with updated information.

VI. Meeting Adjourned: 3:04 pm