

STATE OF VERMONT  
EXECUTIVE DEPARTMENT  
EXECUTIVE ORDER NO. 10-13

[Governor's Workforce Equity and Diversity Council and Development of an Equal  
Employment Opportunity Program]

WHEREAS, the State of Vermont is an employer committed to the practice of equal opportunity in all aspects of employment in state government, and

WHEREAS, the State of Vermont is committed to promoting equal employment opportunities by identifying obstacles to employment and career advancement, and endeavoring to remove those obstacles without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, ancestry, place of birth, age, physical or mental condition, or HIV status, and

WHEREAS, the Department of Human Resources is developing a statewide Workforce Planning process that will reflect the benefits of diversity and promote a talented and skilled workforce.

NOW, THEREFORE, BE IT RESOLVED that I, Peter Shumlin, by virtue of the authority vested in me as Governor of the State of Vermont, do hereby re-establish and re-constitute the "Governor's Workforce Equity and Diversity Council" and order as follows.

**I. Composition, Appointments, and Process**

The Council shall have up to fifteen members, including:

- The Commissioner of Human Resources or designee,
- The Commissioner of Labor or designee,
- The Commissioner of the Department of Disabilities, Aging and Independent Living or designee,
- A representative from the Vermont State Employees' Association,
- A representative of the Attorney General's Office,
- A representative of the Vermont Commission on Women,
- Up to seven members of the public belonging to historically under-represented or disadvantaged groups, or working for organizations that advocate for such groups or promote the practices of equal opportunity, appointed by the Governor, and
- Up to two at large members appointed by the Governor.

Each year the Council shall elect at least one member, but no more than two members, to serve as chair or co-chairs of the Council.

The term of office for Council members shall be two years, with members serving at the pleasure of the Governor. Members may be reappointed to subsequent two year terms.

The Council shall be attached to the Department of Human Resources for administrative support. To the extent funds permit, members of the Council who are not state employees shall receive a per diem pursuant to 32 V.S.A. § 1010(e).

## **II. Charge**

The Council's duties include but are not limited to the following:

- A. Consult with and advise the Commissioner of Human Resources and the Secretary of Administration regarding development, implementation, and the maintenance of the state's Equal Employment Opportunity and Diversity Program(s), and shall report on the integration of diversity issues with statewide planning and development efforts;
- B. Meet on a regular basis to ensure ongoing coordination of efforts, monitoring of activities against goals and objectives, and compliance with applicable federal and state laws, mandates, and union contracts, and
- C. The Council may establish ad hoc subcommittees and appoint advisors as needed to address specific issues that may arise.

In addition, the Commissioner of Human Resources, with the assistance of the Council, shall:

- A. With the approval of the Secretary of Administration, develop, implement, and monitor an Equal Employment Opportunity Program for the State of Vermont that addresses statewide diversity issues and provides support to each state agency or department in developing and implementing individual diversity programs tailored to agency/department needs, and
- B. Work with agencies and departments in the preparation, monitoring, and enforcement of agency or department-specific equal employment opportunity and diversity programs, and
- C. Work with human resources administrators and labor relations specialists to make available appropriate training and provide support for all agencies and departments, and
- D. Ensure that equal opportunity and diversity is an integral part of workforce planning and development throughout the Executive Branch, and

- E. Submit an annual report to the Governor regarding the progress of the current year's Equal Employment Opportunity Plan and diversity initiatives by January 15<sup>th</sup>, and
- F. Submit the state's Equal Employment Opportunity Plan for the next fiscal year by April 30<sup>th</sup> for approval by the Governor.

### III. Effective Date

This Executive Order shall take effect upon signing, shall supersede Executive Order 09-02, and shall continue in full force and effect until further order by the Governor.



Dated December 31, 2013.

A handwritten signature in black ink, appearing to read "Peter Shumlin", written over a horizontal line.

Peter Shumlin  
Governor

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