Message

From: Vasquez, Benjamin [Vasquez.Benjamin@epa.gov]
Sent: 1/6/2021 7:43:22 PM
To: Gray, David [gray.david@epa.gov]
Subject: FW: Meeting Request: EEO in Hiring & the Interview Process
Attachments: Prior EEO R6 Work from 2016-Interview Panel SOP/Procedures/Best Practices

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From: Vasquez, Benjamin
Sent: Wednesday, January 6, 2021 1:12 PM
To: McDonald, James <McDonald.James@epa.gov>; Turk, James <turk.james@epa.gov>; Tanimura, Erin <Tanimura.Erin@epa.gov>; Davis, Suea <davis.suea@epa.gov>
Cc: Bracken, Benjamin <Bracken.Benjamin@epa.gov>; Whaley,Dorothy <whaley.dorothy@epa.gov>; Stanton, MaryA <Stanton.Marya@epa.gov>
Subject: RE: Meeting Request: EEO in Hiring & the Interview Process

Ex. 5 Deliberative Process (DP) urthermore, what David has asked of us has actually already been done back in 2016. Dorothy was kind enough to search for those documents while she was out on leave during the holidays and ensure that upon her return this past week a priority would be ensuring we have those items available in electronic format.

I've attached SOP's and the previous work that was done by my colleague as applicable to her suggestion that Region 6 implement as a best practice several years ago. These have already been shared with David and he will review at his earliest opportunity. Until he has had time to take a look and until we can touch base with him on the first meeting he has stated we are to have before we move forward, it's best that we hold off. We don't know what he wants yet and it's imperative he elicit his expectations, visionary expectations, what he wants, etc prior to us moving forward

Regards,

Benjamin Vasquez
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From: McDonald, James <McDonald.James@epa.gov>
Sent: Wednesday, January 6, 2021 1:00 PM
To: Vasquez, Benjamin <Vasquez.Benjamin@epa.gov>; Turk, James <turk.james@epa.gov>; Tanimura, Erin <Tanimura.Erin@epa.gov>; Davis, Suea <davis.suea@epa.gov>
Cc: Bracken, Benjamin <Bracken.Benjamin@epa.gov>; Whaley,Dorothy <whaley.dorothy@epa.gov>; Stanton, MaryA <Stanton.Marya@epa.gov>
Subject: RE: Meeting Request: EEO in Hiring & the Interview Process

Thanks Ben for your message. **Ex. 5 Deliberative Process (DP)**
Ex. 5 Deliberative Process (DP)

Regards,

From: Vasquez, Benjamin <Vasquez.Benjamin@epa.gov>
Sent: Wednesday, January 6, 2021 12:58 PM
To: Turk, James <turk.james@epa.gov>; Tanimura, Erin <Tanimura.Erin@epa.gov>; Davis, Suea <davis.suea@epa.gov>
Cc: Bracken, Benjamin <Bracken.Benjamin@epa.gov>; Whaley,Dorothy <whaley.dorothy@epa.gov>; Stanton, MaryA <Stanton.Marya@epa.gov>; McDonald, James <McDonald.James@epa.gov>
Subject: RE: Meeting Request: EEO in Hiring & the Interview Process

Hi James,

I wanted to touch base. I recall this would be brought up at the ORA meeting last month with David and per his directive the first steps were him wanting to meet with Ben Bracken and I prior to moving forward with anything.

Any idea of when his schedule may provide availability for a meeting? In conjunction with my reference suggesting possibly meeting in late Jan, given how busy this month would be with transitions, etc. Please let us know a time that works best for David if he still wishes for us to move forward. If David wishes for this action to remain in a state of abeyance and hold off on the meeting for now no worries.

Thanks,
Ben

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rom: Vasquez, Benjamin
Sent: Tuesday, December 1, 2020 3:32 PM
To: Turk, James <turk.james@epa.gov>; Tanimura, Erin <Tanimura.Erin@epa.gov>; Davis, Suea <davis.suea@epa.gov>
Cc: Bracken, Benjamin <Bracken.Benjamin@epa.gov>; Whaley,Dorothy <whaley.dorothy@epa.gov>; Stanton, MaryA <Stanton.Marya@epa.gov>; McDonald, James <McDonald.James@epa.gov>
Subject: RE: Meeting Request: EEO in Hiring & the Interview Process

Sounds good. Thank you.

From: Turk, James <turk.james@epa.gov>
Sent: Tuesday, December 1, 2020 3:19 PM
To: Vasquez, Benjamin <Vasquez.Benjamin@epa.gov>; Tanimura, Erin <Tanimura.Erin@epa.gov>; Davis, Suea <davis.suea@epa.gov>
Cc: Bracken, Benjamin <Bracken.Benjamin@epa.gov>; Whaley,Dorothy <whaley.dorothy@epa.gov>; Stanton, MaryA <Stanton.Marya@epa.gov>; McDonald, James <McDonald.James@epa.gov>
Subject: RE: Meeting Request: EEO in Hiring & the Interview Process

Hi Ben,

I will bring this up at our ORA meeting with David and we will get you scheduled.

James

From: Vasquez, Benjamin <Vasquez.Benjamin@epa.gov>
Sent: Tuesday, December 1, 2020 3:09 PM
To: Turk, James <turk.james@epa.gov>; Tanimura, Erin <Tanimura.Erin@epa.gov>; Davis, Suea <davis.suea@epa.gov>
Cc: Bracken, Benjamin <Bracken.Benjamin@epa.gov>; Whaley,Dorothy <whaley.dorothy@epa.gov>; Stanton, MaryA <Stanton.Marya@epa.gov>; McDonald, James <McDonald.James@epa.gov>
Subject: RE: Meeting Request: EEO in Hiring & the Interview Process

Good Afternoon Sue, Erin, and James,

Per below, David would like to meet with us regarding the topic of this email. He and I further discussed this endeavor during my PARS 90 Day assessment in early Nov.

Would it be possible for us to get on his calendar sometime the week of Jan 25-29, 2021? This will be after the holidays die down and a few days after the inauguration/transition. I know he will be busy with that. Please let us know a time that would work and schedule for however long David wishes to meet with us.

Respectfully,
Ben

Benjamin Vasquez

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From: Gray, David <gray.david@epa.gov>
Sent: Tuesday, October 27, 2020 3:32 PM
To: Vasquez, Benjamin <Vasquez.Benjamin@epa.gov>; Bracken, Benjamin <Bracken.Benjamin@epa.gov>
Cc: McDonald, James <McDonald.James@epa.gov>; Stanton, MaryA <Stanton.Marya@epa.gov>
Subject: Assignment

Gentlemen,

I'd like for you to put your heads together to refresh/create a guidance document from panel interviews for selecting officials. We should canvas others for best practices and I will have some documents for consideration. Rather than a bunch of back and forth emails, let's plan to meet sometime next month to talk more about my expectations. The ultimate goal is to create a uniform, consent approach for our Region 6 selection officials. One issue of particular importance will be diversity of panel make up and feedback to non-selectees which I presume Vasquez can offer ideas.

After we are done – I'd like for us to provide training of the guidance to the R6MIT which I presume resides with Bracken. I'd also like to share a copy of the guidance with all of our employees in Region 6.

I expect this will take us several months to complete but I'd like for us to get started soon.

Best,
David

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