

MINUTES OF THE DECEMBER 7, 2023, MEETING OF THE COMPENSATION AND HUMAN RESOURCES COMMITTEE

The Compensation and Human Resources Committee (“Committee”) of the Board of Regents (“Board”) of the Smithsonian Institution (“Smithsonian”) held a videoconference meeting on December 7, 2023. Participating were Committee Chair Michael Govan and Committee members Representative Garret Graves and Ambassador Barbara M. Barrett.

Also present by invitation of the Committee were Chief of Staff to the Secretary Greg Bettwy, Director of the Office of Equal Employment and Supplier Diversity Aretha Carr, Under Secretary for Administration Ron Cortez, Acting General Counsel Farleigh Earhart, Deputy Chief of Staff to the Regents Kate Forester, Acting Associate Director of the Office of Human Resources Amelda Fuller, Special Assistant to the Regents Mallory Gianola (recorder), Director of the Office of Human Resources Antonio Guzmán, Manager of the Civil Branch Amanda Jones, Executive Resources Manager Suleyka Lozins, Acting Inspector General Joan Mockeridge, Deputy Secretary and Chief Operating Officer Meroë Park, Chief of Staff to the Regents Porter Wilkinson, and Head Diversity Officer Beth Ziebarth.

CALL TO ORDER AND AGENDA REVIEW

Committee Chair Michael Govan called the meeting to order at 1:00 p.m. and reviewed the agenda. He welcomed Aretha L. Carr, the new director of the Smithsonian’s Office of Equal Employment and Supplier Diversity to her first Committee meeting.

COMMITTEE CHARTER REVIEW

The Committee performed a provision-by-provision review of its Charter per its mandate to annually review and assess the Charter and evaluate its own performance. No modifications to the Charter were proposed.

EXECUTIVE SEARCHES

Next, the Committee received an update on the progress of searches for six vacant senior level positions including General Counsel, Inspector General, Director of the Smithsonian American Women’s History Museum, Director of the National Museum of African Art, Director of the Asian Pacific American Center, and Director of the Museum Conservation Institute.

HUMAN RESOURCES STRATEGIC INITIATIVES

Director of the Office of Human Resources Antonio Guzmán updated the Committee on the strategic initiatives implemented by the Office of Human Resources, including the sustainability of the hiring surge and efforts to accelerate the background check process. Mr. Guzmán also discussed the Smithsonian’s retention rate and noted that data from exit surveys would be provided to the Committee for discussion at its next meeting.

UPDATE ON OHR SCORECARD

Under Secretary for Administration Ron Cortez reviewed the Office of Human Resources scorecard, which detailed hiring and separation statistics for fiscal years 2019 through 2023. The recruitment results following the launch of practices to support a hiring surge resulted in a net gain for the Smithsonian workforce in fiscal year 2023, the first time since fiscal year 2020. The Committee also reviewed safety, health, and wellness cases and efforts taken to address staff shortages in the Office of Facilities Management and Reliability and the Office of Protection Services.

SMITHSONIAN CIVIL PROGRAM

To conclude the open session, Manager of the Smithsonian Institution Civil Branch Amanda Jones provided the annual update on the Smithsonian Civil Program. In fiscal year 2023, the Smithsonian continued to enhance the SI Civil Program – the Smithsonian’s anti-harassment and workplace violence prevention program in the Office of Human Resources. Ms. Jones reported that SI Civil focused on four overarching areas: team development, process improvement, case tracking, and prevention initiatives. As part of its commitment to maintaining a work environment that is free from harassment and workplace violence, OHR also created a new mandatory all-staff Si Civil Training: Fostering a Culture of Respect at the Smithsonian, which will launch in early 2024. The Committee also reviewed case data for fiscal year 2023 and the SI Civil Program team goals for fiscal year 2024.

EXECUTIVE SESSION

The Committee moved into an Executive Session at approximately 1:58 p.m. to discuss confidential business matters.

ADJOURNMENT

With no further business to consider, the meeting was adjourned at approximately 2:02 p.m.

Respectfully submitted,

Michael Govan, Chair