

EIAC Meeting

Date | Time 09/09/2020 1:00 PM | Location Zoom

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|-------------------|-------------------------|--------------------------|-------------------------------------|-------------------------------------|
| Meeting called by | Bradley Everson | Attendees: | | |
| Type of meeting | EIAC Meeting | <u>Members</u> | <u>Present</u> | <u>Excused</u> |
| Facilitators | Bradley Everson | Adams, Kelsey | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Tonja Hesselberg | Baumgart, Zachary | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Note taker | Demi Abbott-Wiemann | Butcher, Shannon | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Timekeeper | Beverly Pickering-Reyna | Chase, Daisy | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | | Clemmons, Dionna | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| | | Everson, Bradley | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | | Hesselberg, Tonja | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | | Ives, Kati | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | | Krombos, Paul | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | | Morris, Brandon | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| | | Pickering-Reyna, Beverly | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | | Ruether, Tracie | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | | Schoormann, Rebecca | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | | Thao, Melina | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | | Zingsheim, Angela | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Agenda Items

| Topic | Presenter | Time allotted |
|------------------------------------|-------------------------------------|----------------------|
| <input type="checkbox"/> Welcome | Tonja Hesselberg | 5 Minute |
| <input type="checkbox"/> EIAC Plan | Bradley Everson Tonja Hesselberg | 1 Hour 20 Minutes |
| <input type="checkbox"/> Wrap Up | All Participants | 5 Minute |

Notes

Welcome: Welcome and taking attendance.

EIAC Plan: Start out with the recruitment plan. Rebecca didn't see any issues with meeting the proposed goals in yesterday's meeting. Shannon recommends we leave the terminology as 'CTC'. Recap of recruitment subcommittee meeting. Rebecca stated there are career fairs that target specific diverse groups. Adding an initial review date of assessing all recruitment policies.

Tonja asked if anyone have retention strategy suggestions. Jacob stated he wasn't sure what direction we need to go with this, but that consistency is the main thing here. Intermediary vagueness between outcomes and metrics. Shannon states she understands the intent of the retention goals but they don't feel connected. Can we use the term ongoing harassment response or should we write support ongoing equity and inclusion responses? Tonja stated a lot of people don't know ODES exist as an option to file a complaint. Shannon stated we should be teaching reporting and responding. Tonja stated they would all be included in the training rules. How can we address these

complaints on the front end? We don't want to hide that process from our employees. What options are out there for them? Support ongoing E&I response processes and get rid of "harassment". Get rid of "of these efforts" and use the term improvements. KPI to say "deliver ongoing training on harassment and discrimination complaints process". Bookend it with "regionally"? Share trends quarterly.

Question was asked who the information would be shared with, Tonja stated the Equity and Inclusion Advisory committee.

Jim states we want to know where inequities exist and find better ways to state what we want. Jim stated there are policies that can't be changed. Practices can. The compensation plan has a specific definition of inequity and it strictly refers to seniority. Jim doesn't think the EIOC committee cares about, but rather about inequities for other reasons.

Discussion of a compassionate work environment as defined in the plan. It speaks to accountability when safe spaces are not available, asking people to leave their bias at the door. Suggesting "civil conversations" and "create a safe space". "Meaningfully engaged" instead of "authentically". Tonja suggest "Promote an environment where systemic E&I issues can be addressed." Going over the section for "creating safe spaces".

Next is the outcome and metric. Jacob has asked what we are measuring here, a survey? This idea of a larger survey is conceivable that as part of the survey we can have targeted questions so we can gauge how well things are developing such as an index. A survey is in our plan it just hasn't been written anywhere. Tracie asked how often we envision this survey to be done, ideally six months to quarterly. Since it is a three year plan, if you do it annually you only have 3 points of measuring. Shannon inquired what's the mechanism for promoting the survey? Who are we identifying as leadership? The executive team? Tonja stated it needs to start from the top. Angie stated leadership in a broad sense, from the top down but encouraging everyone to be a leader. Tonja stated the appointing authority for the entire Department is the Secretary, we have other appointing authorities and wardens and she stated we need buy in from leadership or this will never happen. We have to have support. Can Secretary Carr write in his blog about how important it is on MyDoc? Can we host forums or town halls about progress and discussions? What do safe space initiatives mean to us, do we have examples? What did the committee have in mind? Affinity groups, veteran's committee etc. A safe space where people can go, even new employees that feel comfortable doing so. Leadership promoting this is important. Better communication from above to be able to talk about these things. Should we change it to "create a safe work environment?". Promote a culture where E&I is valued? Everyone is on board with that. We need to make peer supporters more visible, include a picture of them on MyDoc.

Incorporate recognition of equity and inclusion. Jacob stated this is part of communication with executive leadership. Focus and encourage on doing what we can to help push training, compliance, confidence. A lot of discussion came up from Marketing regarding the EIC page. Should we say "launch" or "deploy" the survey? What barrier are employees running into? Promotion is recruitment per Rebecca Schoormann. Employee want to feel like they have an opportunity to "really go somewhere". Create a survey regarding their employment at DOC while they are still here and employed, not just when they leave? Establish a survey to collect information from employees regarding their employment experience. Suggestion of doing check ins with employees. Shannon believed the survey was to track promotion of underutilized employees not check ins. Rebecca stated a new system will be coming out, but the number of promotional hires will be part of it. There's a difference between what data shows and what perception is. Perception matters. Rebecca thinks we can keep it broad and also expand it as to how they feel about advancement opportunities. Tracie stated "employee's perceptions of advancement opportunities". Angie said also how they identify so it captures what other marginalized group they fall into including demographic data. Tonja states that is limited because demographics are pulled and only bring up certain data. Rebecca stated we can include other categories in the survey. Employees want to share their experiences but they don't know who to share that with. Shannon recommended the verbiage: "establish survey to collect employee perspective of advanced

opportunities with self-identified demographics". Do we have a goal for a response rate? What is a good response rate statistically? First one completed by the end of 2021.

Research and Policy subcommittee updated.

Moving onto culture. Training was implemented, so when we put in culture just remember that was part of the training subcommittee as well.

Special notes: **Thank you for your great dedication and hard work to this worthwhile effort!**

"Every human has the instinct and capacity for leadership, but most do not have the courage or will to cultivate it."

-Myles Munroe

Meeting Contact Info:

TONJA HESSELBERG is inviting you to a scheduled Zoom meeting.

Join from PC, Mac, Linux, iOS or Android: <https://doc-wi.zoom.us/j/3619661806?pwd=SGUzd3VoZmVESjNTTnIydlFhd00zZz09>

Password: 4gtoJ6

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162.255.36.11 (US East)

115.114.131.7 (India Mumbai)

115.114.115.7 (India Hyderabad)

213.19.144.110 (Amsterdam Netherlands)

213.244.140.110 (Germany)

103.122.166.55 (Australia)

149.137.40.110 (Singapore)

64.211.144.160 (Brazil)

69.174.57.160 (Canada)

207.226.132.110 (Japan)

Meeting ID: 361 966 1806

Password: 829543

SIP: 3619661806@zoomcrc.com

Password: 829543

EIAC Contacts:

Tonja Hesselberg (EIAC Executive Sponsor) 608-445-4991 Tonja.Hesselberg@wisconsin.gov

Dionna Clemmons (EIAC Co-Chair) 414-552-2149 Dionna.Clemmons@wisconsin.gov

Brad Everson (EIAC Co-Chair) 414-212-4945 Bradley.Everson@wisconsin.gov