



Wisconsin Department of Corrections
Equity and Inclusion Advisory Committee
Quarterly Update for Q1 of 2021 | March 31, 2021

To begin work on the Department of Correction's (DOC's) Equity and Inclusion Plan, the Equity and Inclusion Advisory Committee (EIAC) created seven sub-committees, which in this and future updates we will reference:

1. *Recruitment & Advancement* – focused on goals associated with hiring and promotion.
2. *Marketing & Communication* – focused on goals associated with publicizing the committee's actions, and helping with communication about equity and inclusion within the department.
3. *Outreach & Engagement* – focused on goals associated with reaching out to staff within the department, as well as those in the community, with an eye towards enhancing equity and inclusion.
4. *Education & Training* – focused on goals associated with learning about equity and inclusion, and those improving employee training.
5. *Policy & Committee Review* – focused on goals associated with reviewing and recommending changes to policies and to committee memberships and how those committees are formed.
6. *Celebration Committee* – develop strategies to support and celebrate staff in the name of equity and inclusion.
7. *Assessment & Evaluation* – provide logistical support for the committee, especially data gathering, data analysis, and reporting of committee progress.

Currently, the committee is focused on creating strategic plans that lend themselves to clear actions. We are also creating an annual survey to collect department-wide information on equity and inclusion, and we have improved our techniques for sharing, tracking and making progress toward our goals. These are general achievements which will make the work that we do simpler and more transparent.

Recruitment Goals

Increase diversity among applicant pool

Several committees are working together to create a plan for the various strategies of this goal. As a part of this, *Outreach & Engagement* has taken a survey of twenty community organizations, and will begin reaching out to these organizations in the next few months. These organizations were identified based on what they represented (representing people or advocating for specific issues) and where they were (in a given location or as apart of a specific industry). We hope that, by building connections between the DOC and these community organizations, we will more effectively reach our diverse communities, thus increasing the diversity of our potential staff. *Recruitment and Advancement* is working with DOC-based Bureau of Human Resources staff to create a plan for increasing attendance at diversity career fairs, and they are working with *Marketing & Communication* on a plan for improving how we advertise new positions. Later this year, *Recruitment and Advancement* will work with *Assessment & Evaluation* to conduct the first annual review of the DOC applicant pool.

Address hiring disparities in underutilized job groups

The DOC has mandated supervisors and prospective interview panel members to take interview and rating panel best practices training. *Recruitment and Advancement* is working with Enterprise Training to make sure Rating Panel Best Practices training is available online. Interview question training is offered with new supervisor training, and there are plans to expand online training options once COVID-19 restrictions relax. *Assessment & Evaluation* has collected initial data related to hiring and exits, and will work with *Recruitment and Advancement* at a later date to conduct a review of DOC hiring data.

Retention Goal

Create inclusive environments in which people feel safe, welcome and heard

Several committees are working on adapting existing documents on how to effectively communicate about equity and inclusion into something specific for the DOC. *Marketing & Communication* has created a page on our internal website for staff to keep in touch with what the EIAC is doing. EIAC documents are published here, including both original work and educational resources on equity and inclusion. Included on this website is a mailbox for suggestions, improvements and questions, meant to help the EIAC address grassroots equity and inclusion concerns. These staff-generated suggestions will be supplemented by what will be an annual survey to identify what our culture of equity and inclusion across the department looks like, and to also gather ideas for improvement. To support promotion and leadership opportunities for underserved staff, *Marketing & Communication* and *Recruitment and Advancement* are looking at what we currently offer, including our application system which has recently been updated (statewide). Finally, the EIAC has recently established the Celebration Committee, which is devoted to celebrating equity and inclusion in and outside the department through a variety of means.

Agency Culture Goal

Promote a respectful culture free of bias that values diversity and actively engages in inclusion

Early in our committee's creation, executive staff and associated technical consultants have advocated for the work of the EIAC; they have given our group what we need to do the work that we are doing. Several committees are working together to create an outreach plan that promotes equity and inclusion, which we hope to roll out in the coming months. *Education & Training* is working closely with the DOC's Training Center and other non-DOC agencies to establish best practices for continuous training on equity and inclusion, and we have incorporated sections on equity and inclusion into every new employee training. While we continue improving these trainings, we are also establishing new equity and inclusion trainings to be required for supervisors. As mentioned above, we share this and other efforts on our internal website, with an explicit effort to keep working with our staff on these issues. Looking outside the department, *Outreach & Engagement* is expected to begin connecting with other organizations within the next few months, with the goal of making authentic and long-lasting connections with members of our diverse communities. While still early in this process, we expect these efforts to help us achieve our varied goals, such as early efforts to establish affinity groups. Finally, *Policy & Committee Review* has begun reviewing existing policies and committee memberships, with the goal of creating review guidelines for other DOC staff to effectively evaluate their own policies and committee memberships according to their unique circumstances.