



Dane County

Minutes

Labor Relations Committee

Tuesday, April 15, 2025

10:00 AM Attend in person at the City County Building in Room 357; attend virtually via Zoom.

Interpreters must be requested in advance; please see the bottom of the agenda for more information.

Los intérpretes deben solicitarse con anticipación; consulte el final de la agenda para obtener más información.

Yuav tsuam tau thov txog cov neeg txhais lus hau ntej; thov saib hauv qab kawg ntawm qhov txheej txheem rau cov ntaub ntawv ntxiv.

يجب التقدم بطلب خدمات الترجمة مقدماً. يرجى الاطلاع على أسفل جدول الأعمال للمزيد من المعلومات

The April 15, 2025 Labor Relations Committee Meeting will be a hybrid meeting. Members of the public can either attend in person or virtually via Zoom.

The public can attend in person at Room 357, City-County Building.

The public can access the meeting virtually with the Zoom application or by telephone.

To join the meeting in Zoom, click the following link (after you fill out the form, the meeting link and access information will be emailed to you):

https://zoom.us/webinar/register/WN_o5yBj0cuTOynAs_HKTJ2nw

This link will be active until the end of the meeting.

To join the meeting by phone, dial-in using one of the following three toll-free phone numbers:

1-833-548-0276

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When prompted, enter the following Webinar ID: 920 5201 9345

PROCESS TO PROVIDE PUBLIC COMMENT:

IN PERSON: Any members of the public wishing to register to speak on/support/oppose an agenda item can register in person at the meeting using paper registration forms. **IT IS HIGHLY ENCOURAGED TO REGISTER VIA THE ZOOM LINK ABOVE EVEN IF YOU PLAN ON ATTENDING IN PERSON.**

In person registrations to provide public comment will be accepted throughout the meeting.

VIRTUAL: Any members of the public wishing to register to speak on/support/oppose an agenda item **MUST REGISTER USING THE LINK ABOVE** (even if you plan to attend using your phone). Virtual registrations to provide public comment will be accepted until 30 minutes prior to the beginning of the meeting.

In order to testify (provide public comment) virtually, you must be in attendance at the meeting via Zoom or phone, you will then either be unmuted or promoted to a panelist and provided time to speak to the body.

If you want to submit a written comment for this meeting, or send handouts for board members, please send them to: bubb.nicholas@danecounty.gov

A. Call To Order

Meeting was called to order at 10:15 am.

Staff Present: Nick Bubb and Shelby Slaven

Also Present: Amy Utzig and Kabura Mukasa

Present 8 - ALEX DUDEK, CARON SUTTERLIN, CHAD HAANEN, LINDA RAMIREZ, MATTHEW KACHEL, SHARRON HUBBARD-MOYER, TAMMY HAYNES-SAUK, and ROXANA VEGA

B. Consideration of Minutes

Minutes from the February 11, 2025 meeting were approved on a voice vote.

C. Action Items**1. Election of Officers**

Ramirez nominated Alex Dudek as Chair. Dudek respectfully declined nomination and nominated Tammy Haynes-Sauk as Chair.

Nomination approved on a voice vote. Haynes-Sauk is the new Chair.

2. Discuss scope of committee work and areas of focus moving forward

Dudek mentioned that the committee should focus on DEI, neurodiversity in the workforce, equity in the hiring process and retention.

Kachel mentioned his dedication to make the hiring process better and focus on what diversity means.

3. Review grading and interview panel report by Matt Kachel shared in his email to the committee on 3/11/2025

Kachel presented his proposal. Explained his expertise with the state and reach out to workforce and the City of Madison. He believes we should allow regular staff to grade and interview to reduce bias and provide opportunities for those who are interested in moving to management.

Haynes-Sauk made a motion, seconded by Dudek for Kachel to share his proposal with Amy Utzig and Kabura Mukasa.

4. Review surveys and reports shared by Linda Ramirez in her email to the committee on 2/11/2025

- o Keen Independent Research Report (2024)
- o Equity Assessment of Dane County Workforce Development Data Practices and Policies (2023)
- o Report and Recommendations for Equity in Recruitment and Retention (2023)
- o Equity Assessment of Current Recruitment Hiring Practices (2016)

This item will be tabled until the next meeting.

D. Presentations

1. Discussion with Amy Utzig on Employee Involvement in Hiring Practices/Process

There was a discussion with Amy Utzig and Kabura Mukasa about possibly altering the hiring process.

E. Reports to Committee

None

F. Future Meeting Items and Dates

1. Discuss agenda items for May 13th Committee Meeting

No discussion.

G. Public Comment on Items not on the Agenda

None

H. Such Other Business as Allowed by Law

None

I. Adjourn

Chair Haynes-Sauk adjourned the meeting at 12:02pm.

Note: If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below—preferably at least three business days but no fewer than 24 hours prior to the meeting.

Nota: Si necesita un intérprete, un traductor o materiales en formatos alternativos o cualquier otra adaptación para tener acceso a este servicio, actividad o programa, llame al número de teléfono que puede encontrar a continuación — de preferencia con al menos 3 días de anticipación y como mínimo 24 horas antes del evento en cuestión.

Sau tseg: Yog koj xav tau ib tug neeg txhais lus, txhais ua ntaub ntawv, cov ntaub ntawv uas nyob rau lwm yam kev lawm los sis lwm yam kev pab nkag rau qhov kev pab no, kev ua si los sis kev pab cuam, thov hu tus xov tooj rau hauv qab no—xav kom hu li peb hnuv ua ntej tuaj tab sis tsis pub tsawg tshaj 24 xuab moos ua ntej rau lub rooj sib tham no.

ملحوظة: إذا كنت بحاجة لترجمة شفوية أو كتابية أو مواد بصيغة مختلفة أو تسهيلات أخرى للحصول على هذه الخدمة أو النشاط أو البرنامج، يرجى الاتصال برقم الهاتف أدناه قبل ثلاثة أيام عمل رسمية على الأقل من تاريخ الجلسة.

Dane County Administration at 608-266-8477 or bubb.nicholas@danecounty.gov.

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