



# Dane County

## Minutes - Final Unless Amended by Committee

### Personnel & Finance Committee's Equity, Recruitment, & Retention Subcommittee

*Consider:*

*Who benefits? Who is burdened?*

*Who does not have a voice at the table?*

*How can policymakers mitigate unintended consequences?*

---

Friday, December 8, 2023

12:00 PM This is a Hybrid Meeting: Attend in person at City-County  
Building, Room 354, 210 Martin Luther King, Jr. Blvd;  
Attend virtually via Zoom.

---

**See below for additional instructions on how to attend the meeting and provide public  
testimony.**

*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 ntiv.*

The December 8, 2023 Personnel & Finance Committee's Equity, Recruitment, Retention Subcommittee  
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 City-County Building, Room 354, 210 Martin Luther King, Jr. Blvd.

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\\_d0wgN9O4TUEAcXwTjfwVJw](https://zoom.us/webinar/register/WN_d0wgN9O4TUEAcXwTjfwVJw)

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

1-833-548-0282

1-888-788-0099

When prompted, enter the following Webinar ID: 946 6832 7267

**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: [MacKinnon@countyofdane.com](mailto:MacKinnon@countyofdane.com).

**A. Call To Order**

*The meeting was called to order at 12:01 p.m. Also present: MacKinnon (Staff). There were no public registrations to speak on items on the agenda.*

**Present:** 8 - JOANNE WEBER, SHANNON MAIER, APRIL KIGEYA, ERIK ANDERSON, DEREK WALLACE, SHARRON HUBBARD-MOYER, ARIEL BARAK and NANI GEBRECHRISTOS

**Excused:** 2 - JUSTIN FAY and JENNIFER SZE

**B. Consideration of Minutes**

[2023  
MIN-391](#)

MINUTES OF THE 10-20-23 PERSONNEL AND FINANCE ERR  
SUBCOMMITTEE MEETING

**Attachments:** [2023 MIN-391](#)

A motion was made by ANDERSON, seconded by HUBBARD-MOYER, that the minutes be approved. The motion carried by a voice vote.

**C. Fund Transfers**

NONE

**D. Referrals (Resolutions & Ordinance Amendments)**

NONE

**E. Items Requiring Committee Action**

## 1. Review and Action on Final Report and Recommendations for Presentation to Personnel and Finance Committee

*The subcommittee reviewed the final highlighted changes that were made to the report based on subcommittee member comments at the October meeting. They accepted the highlighted changes and also made the following additional amendments to the report before finalizing it:*

- 1) added language thanking staff for work on the subcommittee
- 2) added language indicating a desire of the subcommittee to continue its role, including continuing as a subcommittee, to advocate for and create accountability around implementation of the subcommittee's recommendations in the report.
- 3) Corrected a couple of dates from an older draft.

*The subcommittee members discussed a desire to continue to be involved in strengthening policies and practices for equity in recruitment and retention in Dane County employment.*

*The subcommittee also said it wanted the report to go not only to the P and F Committee, but also to the new Labor Relations and Ombuds Committees. The report was scheduled to be presented to the P and F Subcommittee at its meeting on December 18.*

**A motion was made by WALLACE, seconded by HUBBARD-MOYER, that the final report and recommendations be approved as amended and staff directed to send a copy of the final approved report to the Personnel and Finance Committee, as well as to the new Labor Relations Committee and Ombuds Committee. The motion carried by a voice vote.**

### [2023](#) [ACT-192](#)

## REPORT AND RECOMMENDATIONS

**Attachments:** [DRAFT 2 REPORT AND RECOMMENDATIONS](#)

[UPDATED STAND ALONE LIST OF SELECTED P & F ERR RECS v. 9-29-23](#)

[FINAL DRAFT FOR APPROVAL Report and Recommendations from P and F Equity in Recruitment and Retention Subcommittee post 10-20-23 edit](#)

## 2. Discussion of Ombuds Committee

*Subcommittee member Derek Wallace gave an overview of the status of the Ombuds Committee and the RFP. The subcommittee discussed wanting to continue to highlight these issues and recommendations in the context of the new committees (Ombuds and Labor Relations) and to have continuing involvement.*

### [2023](#) [DISC-015](#)

## OMBUDS RFP 2023

**Attachments:** [2023 DISC-015](#)

## F. Presentations

NONE

## G. Reports to Committee

NONE

## H. Future Meeting Items and Dates

NONE. This was the last scheduled meeting of this subcommittee.

## I. Public Comment on Items not on the Agenda

NONE

## J. Such Other Business as Allowed by Law

NONE

## K. Adjourn

A motion was made by BARAK, seconded by ANDERSON, that the meeting be adjourned. The motion carried by a voice vote. The meeting adjourned at 12:55 p.m.

*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 at least three business days prior to the meeting.*

*NOTA: Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.*

*LUS CIM: Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.*

County Board Office (608) 266-5758 TTY RELAY 711