

Office for Equity and Inclusion

Bi-Annual Update January – June 2019

Manager of Policy and Program Improvement – Theola Carter

- Boys and Girls Club Fall Intern Program – 1 Intern working in the Planning Department
- 2019 Boys and Girls Summer Intern Programs
- Working with Urban League and Legal Action of WI – Barriers to Employment Project
- Participating on the Jail Reentry Meetings
- Interview Panels
- Completed the Dane County Cultural Survey with GARE – Reviewing material
- WI Women in Government/ LaFollette Institute of Public Affairs Student Seminar (Women in Leadership)
- Girls Inc. of Greater Madison Career Workshop Presenter May 2019

Manager of Equal Employment Opportunity – Carrie Braxton

- Working with DOA re new process for M-Class Positions
- Requisition Approvals for filling positions (Neogov)
- Dane County Interview Panels
- Recruitment and Retention; employment fairs, appointments
 - Dane County Regional Job Fair
 - Urban League Extravaganza Career Fair
 - Juneteenth Day – Career table
- Employment and Training Coalition
- Dane County Highway CDL Internship partnership w/Urban League and Latino Academy
- 2019 Boys and Girls Club Internship

Diversity Recruitment Specialist – Rodrigo Valdivia

- Recruitment and Retention, Employment Fairs, Appointments
 - Dane County Regional Job Fair
 - Madison College Employer Visit Table
 - Urban League Extravaganza Career Fair
 - Juneteenth Celebration – Career Table
 - MUM Re-entry Service Fairs and Journey Home: A Reset for Returning Citizens
- Mock Interview with Operation Fresh Start
- Alternative Selection Training and Outreach
- CDL Internship Program Orientation
- Human Services POS Leadership Meeting - Requesting ideas for maintaining diverse employees

Joe Oby – Contract Compliant Specialist

- 33rd Annual DBE Workshop
- Human Services POS Leadership Meeting - Requesting ideas for maintaining diverse employees
- Unified Certification Program – Increasing participation of DBEs with federally funded contracts
- New and Renewed County Targeted Business Enterprises Certification

American Disabilities Act Coordinator (ADA) – Richard Johnson

- The ADA (Americans with Disabilities Act) has strict confidentiality requirements. One of the key requirements is that information about an employee’s ADA issues or an ADA request for a reasonable accommodation is only shared on a need to know basis.

- ADA Reasonable Accommodation (RA) Requests by DC Employees: January through June, 2019
 1. Initial inquiries about reasonable accommodations: 14
 2. Inquired/began reasonable accommodation process; but had non ADA solution: 4
 3. Ongoing reasonable accommodation requests: 5
 4. Concluded reasonable accommodation requests: 7
 5. Job applicants requesting a reasonable accommodation:

- Ergonomic assessments done January through June, 2019: 11
- Requests for Sign Language Interpreters January through June 2019:
 - Six requests for a total of twelve meetings needing sign language interpreter services

Selected ADA Title II projects & issues within Dane County from January 1, 2019 to June 30, 2019:

1. Collaborating with the DC Disability Insurance carrier’s “Workplace Possibilities Program” (WPP) as another option to ADA reasonable accommodation request to assist employees.
2. Proposal to revise/clarify Employee Handbook section on procedure when an employee states they can no longer do their job.
3. Created Form for requesting documentation on an ADA disability from Healthcare Professionals
4. Inputting ADA RA files into new “Origami Risk” software database.

Workforce Report / EEO Counts

Gender

Male 1067 = 46.2%
Female 1242 = 53.7%

Total = 2309

Persons of Color

418 = 18.1%