

EQUAL OPPORTUNITY DIRECTOR

MONTHLY UPDATE –January-April - 2016

- **Complaint Investigations - IK**
DHS/DCSO/DA-Pending
- **2015 EOC Report-Pending-IK**
Final draft reviewed planned for May EOC meeting. Executive review and EOC approval pending.
- **Affirmative Action/Civil Rights Compliance Plan Reviews-WS**
Dane County Contractor Civil Rights Compliance Plans for 2016 are being requested, received and reviewed on an ongoing basis.
- **Civil Rights Compliance (CRC) Reviews-WS**
The State Civil Rights Compliance plan letter of assurance for 2014-2017 has been submitted. Plan for 2014-2017 has been completed and submitted to DWD & DHS for approval.

We have been receiving several division plan sections for the County Civil Rights Compliance Plan development..

- **Recruitment and Retention-IK**
Deputy Sheriff I-II recruitment interviews were conducted on the week of February 21-26, 2016. The next recruitment is scheduled for May 16-20, 2016.
- **Dane County Vacancy Certifications Processed-IK**
OEO processed position certifications from December 1, through December 31, 2015.

- **OEO Activities-IK**
Dir. continues to participation with RESJ core and leadership team meetings.

The RESJ tools & Assessment team has completed its draft 25 recommendations for enhancing the Dane county hiring procedures. EO director has completed data reports as part of the equity action teams.

Developing outline for presentation to Dane County Family Court Counseling. Focus will be on DC RESJ initiative; Title VI service delivery and Cross-cultural communications.

Developing outline for presentation with HR Manager for Management Action Council training regarding the hiring process.

- **Equal Opportunity Policy Issues-pending-IK**
Revised draft EEO P&P Standards as part of the EO/AA Plan update. DOA, Executive review and EOC approval pending.

Continue to review and update all EO policy and procedures pending new Office of Equity & Inclusion. Working with Employee Relations Manager and Equity Tools & Assessment Team. outlining steps in the county hiring process and developing recommendations to reduce barriers to diverse employment.