



Joe Parisi – County Executive

*The Tamara D. Grigsby*

## Office for Equity & Inclusion

Wesley N. Sparkman – Director

December 21, 2018

RE: Employment Concerns

Dear Ms. [REDACTED]

Thanks for reaching out to the Office for Equity and Inclusion (OEI). This letter is a follow up to your concerns about several issues with your co-worker [REDACTED] that you have discussed with OEI. We spoke on the phone and have corresponded via e-mail to discuss your concerns.

In reviewing the correspondence, you state that you wanted me to consider the facts of most current events having to do with your assigned work areas. You state that you try to avoid conflict but Mr. [REDACTED]'s actions such as entering your work area unannounced impacts your ability to do your job. You state that you are anxious and you feel that you trigger Mr. [REDACTED]'s anger etc. It is important to know that you must try to work these issues out with your supervisor or as provided in the Employee Benefit Handbook. It is important that all Dane County staff work to get along and hopefully the issues in this case can be resolved within your department. In addition, it is important for staff and management to work for an effective outcome.

You asked for any suggestions to avoid potential conflicts. One suggestion would be for you to contact Dane County Employee Assistance Program (EAP) if you have not already. This is voluntary and it works to help address problems; (608)280-2622.

[https://admin.countyofdane.com/emprel/pdf/Employee\\_Assistance\\_Brochure.pdf](https://admin.countyofdane.com/emprel/pdf/Employee_Assistance_Brochure.pdf).

The Office for Equity and Inclusion hopes these issues can be resolved in an expeditious manner.

Respectfully,

Carrie Braxton

Manager of Equal Employment Opportunity