



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, March 3, 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 ntxiv.*

The March 3, 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 the City-County Building in room 354.

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_jgtQ29yTQXOdFI7X_C4Ffg

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: 963 6952 0135

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

A. Call To Order

The meeting was called to order at 12:05 PM. Also present: Colleen Clark-Bernhardt, Kabura Mukasa, Rodrigo Valdivia, Katelyn Thurs, Alex Hauri, Ann McNeary (as member of public), Lisa MacKinnon.

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

Excused: 2 - MIKE BARE and CHUCK ERICKSON

Absent: 2 - CARL WILLIAMS JR and ANN MCNEARY

B. Consideration of Minutes

[2022](#)
[MIN-547](#) MINUTES OF THE 1-27-23 PERSONNEL AND FINANCE ERR
SUBCOMMITTEE MEETING

Attachments: [2022 MIN-547](#)

There were no public registrants registered to speak or provide public comment.

A motion was made by WALLACE, seconded by MAIER, that the minutes be approved. The motion carried by a voice vote.

C. Fund Transfers

NONE

D. Referrals (Resolutions & Ordinance Amendments)

NONE

E. Discussion and Possible Committee Action

1. Subcommittee Member Introductions and Statement of Interest in the Subcommittee's Work

Subcommittee members took turns introducing themselves and briefly discussing their interest in being on the subcommittee. No formal action taken.

2. Discussion of Items in 2016 Equity in Recruitment Assessment Identified for Further Attention by Subcommittee Members

Subcommittee members revisited and discussed the recommendations from the 2016 Equity in Recruitment and Retention Report and suggested ideas for further discussion and development.

- *Want to make sure the focus is on issues around retention as well as recruitment, which wasn't a focus of the 2016 report. Find out why people are not staying.*
- *Recommendation #16 addresses retention.*
- *Mention of an anonymous survey re: departmental climate*
- *Identify specific positions the county is having difficulty with retaining employees. Employee groups have some ideas about how to address this.*

The subcommittee would like an update on which recommendations have been implemented since the report was issued.

F. Presentations

Presentation by Employee Relations Division on Dane County Employee Recruitment Process

See attached presentation

Representatives from Employee Relations, Rodrigo Valdivia, Katelyn Thurs, Alex Hauri, and Kabura Mukasa presented and responded to questions from the subcommittee members regarding Dane County's recruitment process.

[2022](#) DANE COUNTY RECRUITMENT PROCESS--PRESENTATION
[PRES-233](#) 3-3-23

Attachments: [2022 PRES-233](#)

G. Reports to Committee

NONE

H. Future Meeting Items and Dates

The next meeting of the subcommittee is scheduled for Friday, March 24th at noon in CCB room 354.

Agenda topics for the March 24 meeting:

- Discussion of the recruitment and retention data being analyzed by the LaFollette capstone team (staff will re-send the data to members with the next agenda)*
- Subcommittee member discussion of ideas regarding equity in recruitment and retention*

Agenda topics proposed for the April 28 subcommittee meeting:

- Update on status of implementation of recommendations in the 2016 report*
- Conduct a "walk-through" of Neo Gov application process*

I. Public Comment on Items not on the Agenda

NONE

J. Such Other Business as Allowed by Law

NONE

K. Adjourn

The meeting adjourned at 1:30 p.m.

A motion was made by MAIER, seconded by ANDERSON, that the meeting be adjourned. The motion carried by a voice vote.

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