



# 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?*

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Friday, May 19, 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.

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**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 May 19, 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, 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\\_H2i\\_911YTIKaP9blvB4Kug](https://zoom.us/webinar/register/WN_H2i_911YTIKaP9blvB4Kug)

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: 920 6965 7542

**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 12:00 p.m. Also present: Rodrigo Valdivia, Wesley Sparkman, Dan Lowndes, Karin Peterson-Thurlow, Lisa MacKinnon.*

**Present:** 12 - JOANNE WEBER, SHANNON MAIER, MIKE BARE, CHUCK ERICKSON, APRIL KIGEYA, ERIK ANDERSON, DEREK WALLACE, SHARRON HUBBARD-MOYER, ARIEL BARAK, NANI GEBRECHRISTOS, JUSTIN FAY and JENNIFER SZE

**B. Consideration of Minutes**

[2023](#)  
[MIN-092](#) MINUTES OF THE 4-28-23 PERSONNEL AND FINANCE ERR  
SUBCOMMITTEE MEETING

**Attachments:** [2023 MIN-092](#)

*There were no registrations to comment or speak.*

**A motion was made by WALLACE, seconded by ERICKSON, 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

*Wallace suggested the subcommittee take the agenda out of order in order to allow Rodrigo Valdivia to present first (agenda item F). The subcommittee agreed.*

### 1. Discussion of Ideas and Priority Areas Regarding Equity in Recruitment and Retention--Continuation from previous meeting

*The subcommittee briefly discussed and then moved on to work plan.*

### 2. Discussion of Ideas for Subcommittee Work Plan--Continuation from previous meeting

*The subcommittee had no additional requests for presenters beyond those already identified at the May meeting (a presentation on alternative selection and a presentation on the highway intern program).*

*The subcommittee discussed and agreed upon the following work plan for the next three months:*

*June 23 meeting: Have presentation on the highway intern program.*

*Before July 28th meeting:*

*- Subcommittee members will individually generate their ideas and priorities re: equity in recruitment and retention for recommendations to the Personnel and Finance Committee. Members should note any recommendations that might have a 2024 budget impact, and also indicate whether something is a high or low priority in order to help the subcommittee narrow down the list. There might be an opportunity to identify "Phase 1" and Phase 2" recommendations.*

*Deadline of July 17: Subcommittee members should submit their lists of ideas individually to staff (NOT to the subcommittee as a whole) and staff will compile them in one list for subcommittee discussion at the July meeting. Staff will email the draft list to subcommittee members in advance (around July 19) so that members have a chance to individually review and prepare for discussion at the July 28 meeting. Members should avoid a walking quorum by avoiding joint discussion of the list prior to the meeting.*

*July 28th meeting:*

*Members will discuss the list of ideas and priorities submitted for consideration and inclusion as part of the subcommittee's final recommendations to P and F Committee. This meeting will be an opportunity to discuss, refine, and prioritize proposed recommendations.*

*August 19th meeting:*

*Members will further discuss and refine the prioritized list of proposed recommendations, including highlighting those items that have priority because they may affect 2024 budget recommendations, with the objective of finalizing a list of recommendations to be included in a brief report and recommendations that will be drafted by staff.*

## F. Presentations

## Presentation on Alternative Selection Hiring Process -- Rodrigo Valdivia

*Rodrigo Valdivia, Diversity Recruitment Specialist, gave the subcommittee a briefing on the alternative selection hiring program Subcommittee members asked questions and discussion ensued.*

[2023](#) ALTERNATIVE SELECTION PROCESS PRESENTATION MATERIALS  
[PRES-065](#)

**Attachments:** [Alternative Selection APM](#)  
[2023 PRES-065](#)

## G. Reports to Committee

NONE

## H. Future Meeting Items and Dates

*The next meeting of the subcommittee will be at noon on Friday, June 23, in CCB room 354.*

*Staff will invite representatives of the highway intern program to present to the subcommittee at its June 23 meeting.*

*The Chair asked the subcommittee members if they would be amenable to switching the scheduled August meeting from August 25th to hold the meeting a week earlier on August 18. The subcommittee agreed to this change. The August meeting will be on August 18th at noon.*

## 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 12:45 p.m.*

**A motion was made by ERICKSON, seconded by MAIER, 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*