



# Dane County

## Minutes - Final

### Office for Equity and Inclusion Advisory Board

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Friday, March 3, 2017

11:30 AM Centro Hispano (810 W Badger Rd, Madison, WI 53713)

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#### A. Call To Order

Meeting called to order at 12:06pm

**Present** 9 - KAREN MENENDEZ COLLER, FLOYD ROSE, CHUCK ERICKSON, SHELIA STUBBS, JOSEPH BARING, JANEL HEINRICH, COLLEEN BUTLER, LUCIA NUNEZ, and LESLIE ORRANTIA

**Excused** 2 - GREG JONES, and EVERETT MITCHELL

#### B. Consideration of Minutes

1. [2016](#) minutes  
[MIN-568](#)

**Attachments:** [12-02-16 Minutes](#)  
[12-02-16 Minutes](#)

A Motion made by Erickson and seconded by Nunez that the minutes be approved (with recommended updates and revisions by staff). Dr. Floyd Rose also expressed the need for more specific detail in the minutes. Motion carried by voice vote.

#### C. Action Items

**1. 2016** Partners In Equity (PIE) Grant Process Discussion and Approval  
**ACT-588**

*Details were discussed regarding the recommended PIE Grant application and review process. Board members requested more detail in defining “racial equity” and “racial equity impact” as it is described on the application, brochure, and marketing material. The Board suggested that the sub committee should specify what type of racial equity we’re talking about. A hyper link was suggested to be created to provide more clarification of terms, where possible.*

*The board suggested a marketing strategy that includes a press release from the County Executive, use of a broad e-mail blast, and strategically designing ways to get information out to the community for inclusivity and community awareness. The Board expressed the need to be explicit about whether we are accepting applications from already existing non-profits or new start-ups. The Board also suggested an adjustment with the numbering of items on the brochure and suggested that racial equity impact should be the 1st priority item. It was agreed that it should be made clear how the applicant is going to solve a specific racial equity problem. Board member Orrantia emphasized the possibility of business development with the grant funding and that the funds could be used to support entrepreneurship. The committee also suggested the need to highlight/create a hyper link to criminal justice work group reference items to provide a detailed explanation of previous County criminal justice work group efforts. The board agreed that there should be a marketing strategy to generate awareness of the grant opportunity with availability in print and online. The Board questioned whether applicants needed to have 501c3 status and asked that the OEI Department seek guidance from the County Department of Administration and Legal Council if necessary. The question was raised of whether OEI could legally issue a grant and that the OEI Department should seek clarification on the question.*

*The sub-committee members present agreed to expedite the grant preparation process and work to have completed applications ready for the review and approval by the next quarterly meeting in June and the winning applicant approved by August. Board members Nunez, Orrantia, and Heinrich agreed to serve on the grant application review team as representatives of the OEI Advisory Board with Supervisor Chuck Erickson as a backup. The Board voted to approve the grant process and framework with the revisions suggested, the motion was made by Nunez and seconded by Orrantia.*

**2. 2016** OEI Recruitment Efforts  
**ACT-589**

*Diversity Recruitment Specialist, Carrie Braxton provided a detailed review of recruitment efforts.*

**3. 2016** OEI Updates and Priorities for 2017  
**ACT-590**

*OEI Department priorities were discussed and Karen Menendez Collier provided background and updates regarding the office for immigration affairs.*

4. 2016 Environmental Equity and Climate Control  
ACT-591

Attachments: Climate Action Through Equity

*Supervisor Chuck Erickson described the equity and inclusion commitment statement and plan for the Dane County Lakes and Watershed Commission. OEI staff shared information on equity and climate change and suggested programs that serve as best practice models.*

5. 2016 OEI Major Initiatives  
ACT-592

*OEI staff made reference to documents forwarded by Supervisor Stubbs and Karin Peterson regarding goals accomplished and work completed in establishing and resourcing the OEI Department.*

**D. Presentations**

*None*

**E. Reports to Committee**

6. 2016 Department of Administration Equity Work Plan  
RPT-697

Attachments: DOA Equity and Inclusion Plan

*OEI staff made reference to the DOA equity plan and board members requested more details and asked for the opportunity to hear more from DOA regarding their work plan for inclusivity and equity initiatives.*

**F. Future Meeting Items and Dates**

*June 9th, Sept 8th, and December 8th were the proposed dates for 2017*

**G. Public Comment on Items not on the Agenda**

*None*

**H. Such Other Business as Allowed by Law**

*None*

**I. Adjourn**

**Meeting was adjourned**

*Minutes respectfully submitted by Wesley Sparkman.*