



# Dane County

## Minutes - Final Unless Amended by Committee

### Office for Equity and Inclusion Advisory Board

*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, January 17, 2020

12:00 PM City-County Building Room 357, 210 Martin Luther King  
Jr. Blvd., Madison, WI 53703

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City-County Building Room 357, 210 Martin Luther King Jr. Blvd., Madison, WI 53703

#### A. Call To Order

Staff: Wesley Sparkman, Theola Carter

Public: Jordan Morris (PH), Linda Hoskins, Sadie Pearson, Detria Hassel, Warrick  
Floyd

- Present** 8 - KAREN MENENDEZ COLLER, Chair GREG JONES, FLOYD ROSE, Supervisor  
CHUCK ERICKSON, Supervisor SHELIA STUBBS, JOSEPH BARING, JANEL  
HEINRICH, and BRENDA GONZALEZ
- Excused** 2 - EVERETT MITCHELL, and LUCIA NUNEZ

#### B. Consideration of Minutes

[2019](#) OEI ADVISORY BOARD MINUTES 7-17-19  
[MIN-183](#)

**Attachments:** [Advisory Board Minutes 7-17-19](#)

##### Legislative History

11/15/19 Office for Equity and Inclusion Advisory Board - tabled  
Minutes were tabled for corrections until the next meeting. Correction to list  
Advisor Annie Flowers as the Chair of the EEOC. Leslie Orrantia was not present  
at the July 2019 meeting. She transitioned to a new position and was waiting  
on new appointment.

The minutes were approved as amended.

[2019](#) OEI ADVISORY BOARD MINUTES OF 11-15-19  
[MIN-359](#)

**Attachments:** [OEI Advisory Board Minutes 11-15-19](#)

The minutes were approved.

#### C. Action Items

## Continue to establish the Monitoring Initiatives for Board

Take a look at the Plans and then see what is there. Discussion when (dates) to start process. The first Department would be Public Health. Put in place a process to review plans by Department and at the end submit a letter with findings and recommendation to help move the Department forward. Decide if the recommendations should go to the OEI or to the Department.

What to review: An Agency profile will be provided which included number of staff, racial makeup, number of underutilized or underrepresented groups. The Data should drive monitoring activities in the field. Then look at areas of: Recruitment, Policy and Procedure, Equity and Inclusion, training - bias, employee Orientation, recruitment, selection (interview panels) and retention, and outreach, and reviewing complaints. Where do the Departments want to invest resources and how the transformation of service delivery.

Employee Data is collected by the Manager of Employment Opportunity and Contract Procurement is kept by the Contract Compliance Specialist. Equity data is kept by the Manager of Policy of Program Improvement.

Request to the OEI to provide a summary of Affirmative Action hiring and Contracts (minority) at the meeting in February 2020. Use the Advisory Committee to support the work that the OEI is doing.

Request the Manager of Equal Employment Opportunity at the next meeting to give a report on the County's Affirmative Action. However, the Purchase of Service agencies must submit that meet the reporting requirement.

All Equity plans have a framework to work within: Organizational Commitment, Leadership Development, Program Innovation, Collaboration, and Resource Mobilization. The tiers is the progression of the Department and where they are with their goals.

Which three plans would the committee like to look at collectively a small, medium and a large department? Have OEI to categorize the Department as a small, medium and large and send to the Advisory Committee by Friday, January 24, 2020.

Request that the OEI – send the link to the OEI website to the Advisory Committee by Friday, January 24, 2020

Request that OEI Advisory – that looks at the instruction and the mission and meaning of the Advisory Committee based on the information i.e. ordinances and bring to the next meeting.

Supervisor Stubbs states: OEI Advisory Board and OEI hold Departments accountable for their equity plan. Looking towards the body to help to draft ordinances to help Departments to go to the next step.

Supervisor Stubbs informed the Advisory Committee that the UW Extension will be sharing their equity plan at the committee. Date: Feb. 11 at 8:15 AM at the Lyman Anderson Center 5201 Fen Oak Drive, WI 53718.

Presentation from Standing Committees will begin take place and within

their own committees. Identify the Committee and when the presentation will be (time and place) and share the information to the OEI Advisory Committee. Meetings are open to the public.

Equity Plans - Decide content, approach and identify information for Department Presentations

1. Presentation by a Department and recommendation is that start with Land and Water Resources and second the Zoo funded 80% County and 20% City and the ground the Zoo is on is owned by the city.
2. Request that Library to present.
3. Report submitted to the State and Goals.
4. Want Data from the Department
5. Hard Implementation date when monitors.
6. Recognizing the positives to continue encouraging the changes.
7. Allowing the Departments to highlight here what we got. Identify things that are going well and areas of opportunities.
8. Push to have a big picture perspective. Recognizing that some Departments are further along than others and others may need more support and identify systems of supports are to assist the Departments.

Board Membership

#### **D. Presentations**

#### **E. Reports to Committee**

RESJ PIE Grant 2019 update

Working with the Awardees to get contracts completed and all information submitted for payment processing.

The RESJ grant application proposal will be later this year in 2020.

2020 Food PIE Grant Update

The Food PIE Grants will be issued next week for submittal.

#### **F. Future Meeting Items and Dates**

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

Linda Hoskins – Comments regarding running the OEI Department.

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

#### **I. Adjourn**

Adjourn – 1:55 Moved by Reverend Barring and Sheila Stubbs Seconded.

*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.*

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