

*Health Equity, Diversity &
Inclusion Council*

ANNUAL MEETING

August 11th, 2022



Agenda

Topic	Purpose	Time
Icebreaker	Conduct interactive icebreaker (Zoom polling, Poll Everywhere)	10 minutes
Opening Remarks by Assistant Deputy Secretary T.R. Williams & Dr. Michelle Robinson	Provide an overview of important DHS wide updates	15 minutes
Presentation of 2021-2022 Recommendations	Explore the Recommendations across 4 charges	25 minutes
Q & A with Langeston Hughes	Moderated session with pre-selected questions from DHS staff	10 minutes
Life of a Recommendation with Tonya Evans	Provide a brief overview of the next steps for recommendations	5 minutes
Partnership Panel (BHR, OHE, OPIB)	Discuss with leadership how HEDI has partnered with this key groups	15 minutes
The Future of HEDI Overview	Discuss the plan for HEDI next year	10 minutes

MEET & GREET

We are excited to host you at the 2022 HEDI Annual Meeting. Before we dive into today's session, lets get to know each other!

 Text

 Respond at www.pollev.com/hedi

hedi to **22333** once to join, then **A, B, or C**



We encourage you to use your web browser instead of your phone during this activity



Observe the live results from each question

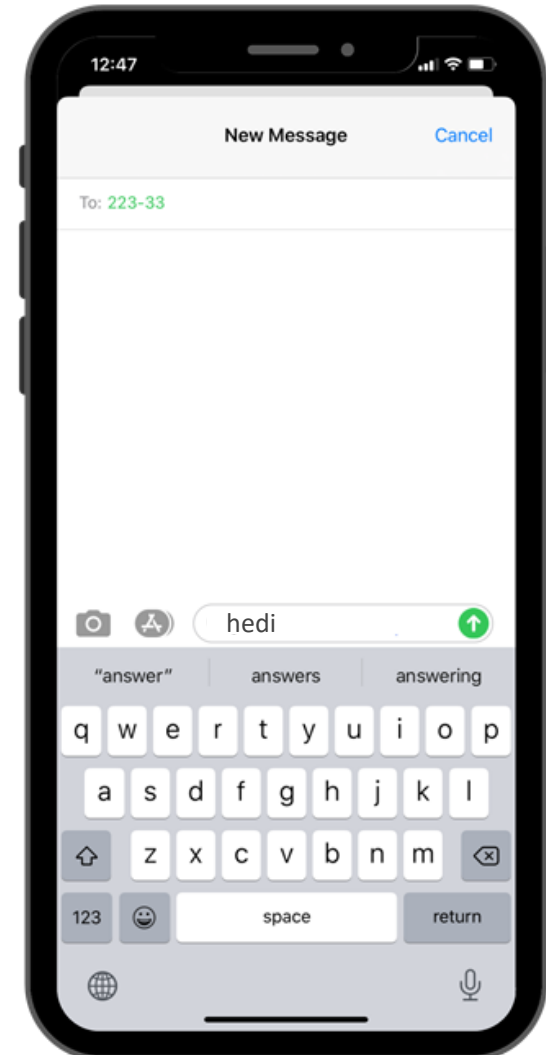
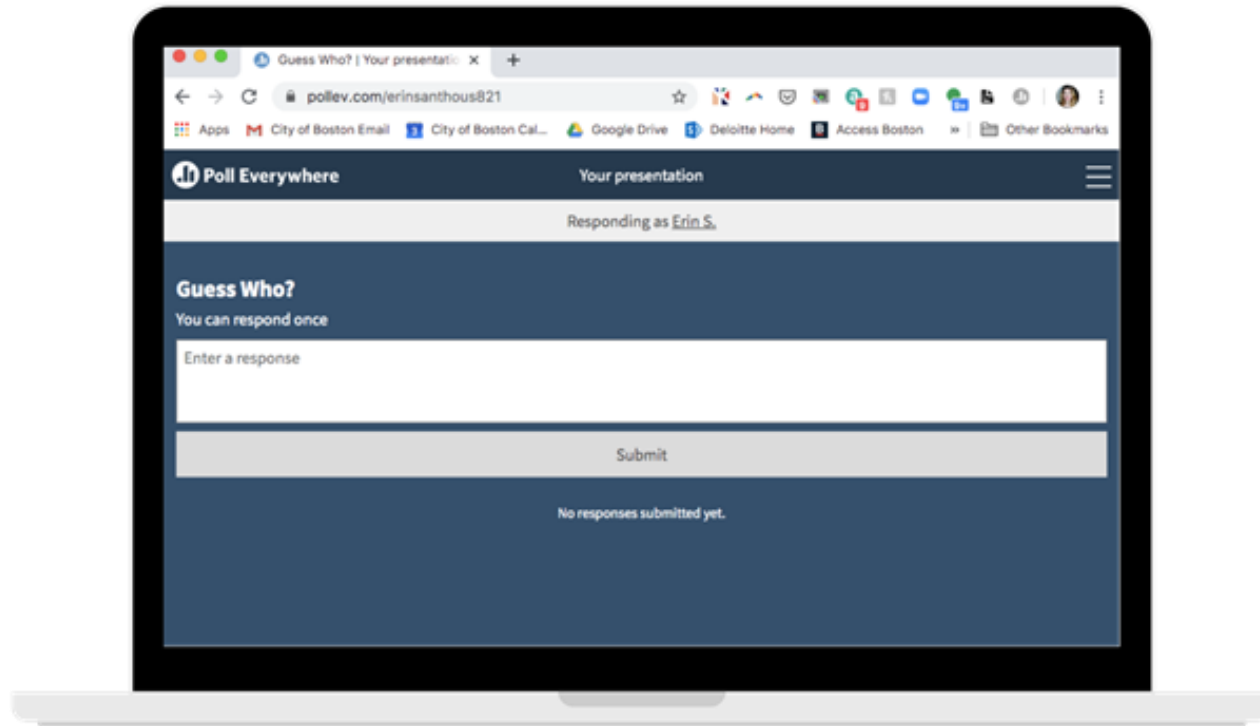


Engage in open discussion with your class

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What department/division/office are you in?

How long have you lived in Wisconsin?

0-12 months

1-5 years

6-10 years

More than 10 years

My entire life!

What's your favorite place in Wisconsin?

TODAY'S AGENDA

01.

Icebreaker

Get to know everyone in the room!

02.

Opening Remarks

Hear from Assistant Deputy Secretary T.R. Williams & Dr. Michelle Robinson

03.

Rec Overview

Learn about the recommendations

04.

Q&A

Langeston Hughes will answer some burning questions

05.

Life of a Recommendation

Tonya C. Evans will walk us through the journey

06.

Partnership Panel

Listen to a chat between our various partners

07.

The Future of HEDI

Learn about our plan for 2022-2023

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OPENING REMARKS

Assistant Deputy Secretary T.R. Williams



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OPENING REMARKS

Dr. Michelle Robinson



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RECOMMENDATIONS

SUBCOMITTEE LEADS



WHAT IS HEDI?

The HEDI Council is a group of equity-driven members from across DHS offices and division who work to provide analysis, insights, and recommendations on internal and external policies, programs, and projects related to DEI.



CHARGE 1

E&I PLAN



CHARGE 3

BUDGET
PROPOSALS



CHARGE 4

DEI
REQUESTS



CHARGE 5

TRAINING &
EDUCATION

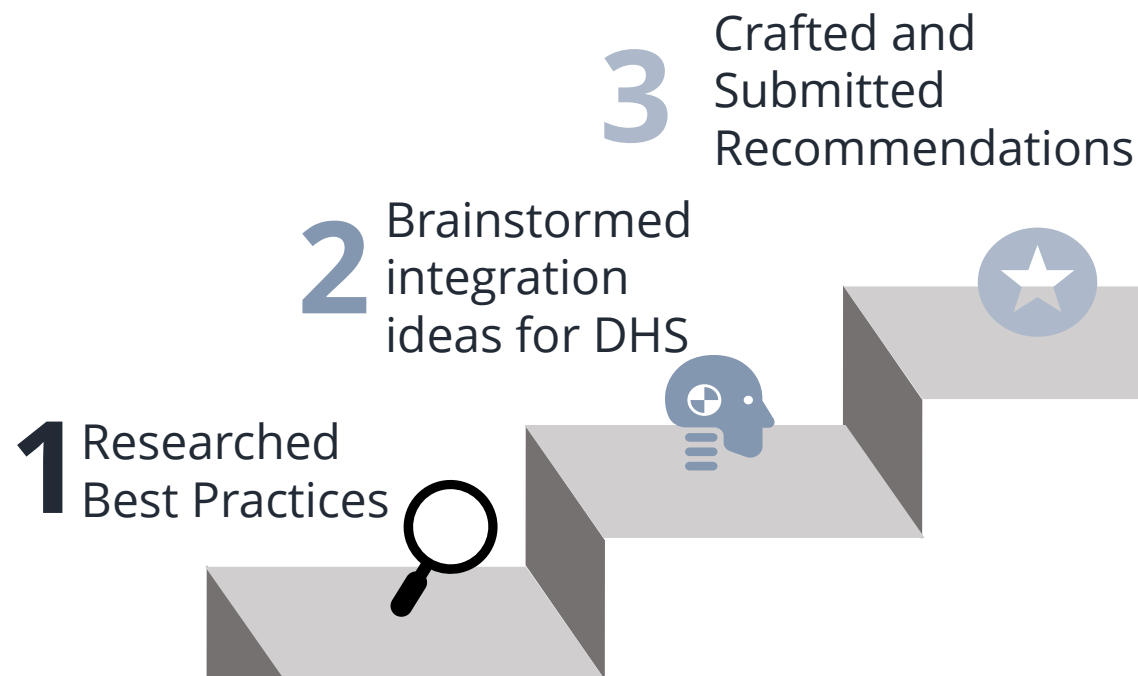


CHARGE 1

E&I Plan

Continuing the momentum of efforts outlined in the Equity & Inclusion (E&I) Plan, Charge 1 set an objective to carry out the following activities:

-  1 Deliver recommendations for improved recruitment and retention **DEI metrics**
-  2 Develop diversity driven **job posting** recommendations and criteria
-  3 Develop a foundational plan for executing and maintaining a **mentorship program**





CHARGE 1

METRICS

STAFF RETENTION



The **rate at which staff and leadership** from systemic marginalized communities are **choosing to leave** DHS

REPRESENTATION OF MARGINALIZED COMMUNITIES



The current workforce and the **representation of marginalized populations** across staff and leadership

BIAS WITHIN MOBILITY SYSTEM



Possible **bias within DHS's talent mobility systems** such as promotions and internal recruitment

DEI INTEGRATION IN PERFORMANCE



The **level of DEI Integration** within the **performance expectations and planning** process

SENTIMENT & CULTURE



The **workforce's sentiments** on the value they believe DHS places on DEI

*Diversity and Inclusion metrics are often used to identify risk areas, prioritize decisions and initiatives, and set clear, measurable objectives. After much research and discussion, HEDI is recommending that DHS begin collecting the above metrics via the **Stay and Grow Survey***.*

*Annual survey administered by CTCS for the purpose of gauging staff's satisfaction with their workplace environment



CHARGE 1

METRICS

Per HEDI's recommendation, the following questions will be added to the **2022 Stay and Grow Survey** to measure employee understanding and sentiment around DEI in the workplace.

My personal characteristics (e.g., gender, age, sexual orientation, color of skin, heritage, disability- or ability) are not a barrier to career progression at DHS.

Strongly Disagree/ Disagree/ Neither Agree nor Disagree/ Agree/ Strongly Agree

People of all cultures and backgrounds are valued and respected at DHS.

Strongly Disagree/ Disagree/ Neither Agree nor Disagree/ Agree/ Strongly Agree

I am comfortable discussing my background, beliefs, and cultural experiences with my colleagues.

Strongly Disagree/ Disagree/ Neither Agree nor Disagree/ Agree/ Strongly Agree



CHARGE 1

JOB POSTING

In the pursuit to make recommendations to HR and Hiring managers to integrate diversity driven content into the foundations of job posting creation in DHS, Charge 1 researched current industry best practices for attracting diverse talent through job postings. These are DEI specific recommendations.



Develop a **powerful Diversity Statement** that speaks to DHS's commitment to DEI & mitigates the use of "try words" (ex. strive, aspire, aim) and establish it as a required section that appears on the first page of the Job Description



Establish a **word limit** to reduce feelings of intimidation



Require a **DEI qualification under the "well-qualified section"** for all jobs, ranging from an interest in being educated in DEI to leading with DEI purpose, depending on the role



Avoid being overly specific in requirements (ex. instead of requiring federal database experience, require database experience) and open the opportunity for applicants to use transferrable skills



CHARGE 1

MENTORSHIP PROGRAM

The Charge has determined that a DEI Mentorship Program must be designed to **empower and elevate** marginalized staff within DHS, provide them with the resources, tools and networks required to build their careers and cultivate informed and diverse minded future leaders. This will be accomplished via informal check-ins, coffee chats, and by introducing mentees to their network of colleagues.



Promote DEI as a pillar within upward mobility and embed it into the role of a leader at DHS.



Connect and build cross-divisional relationships across DHS



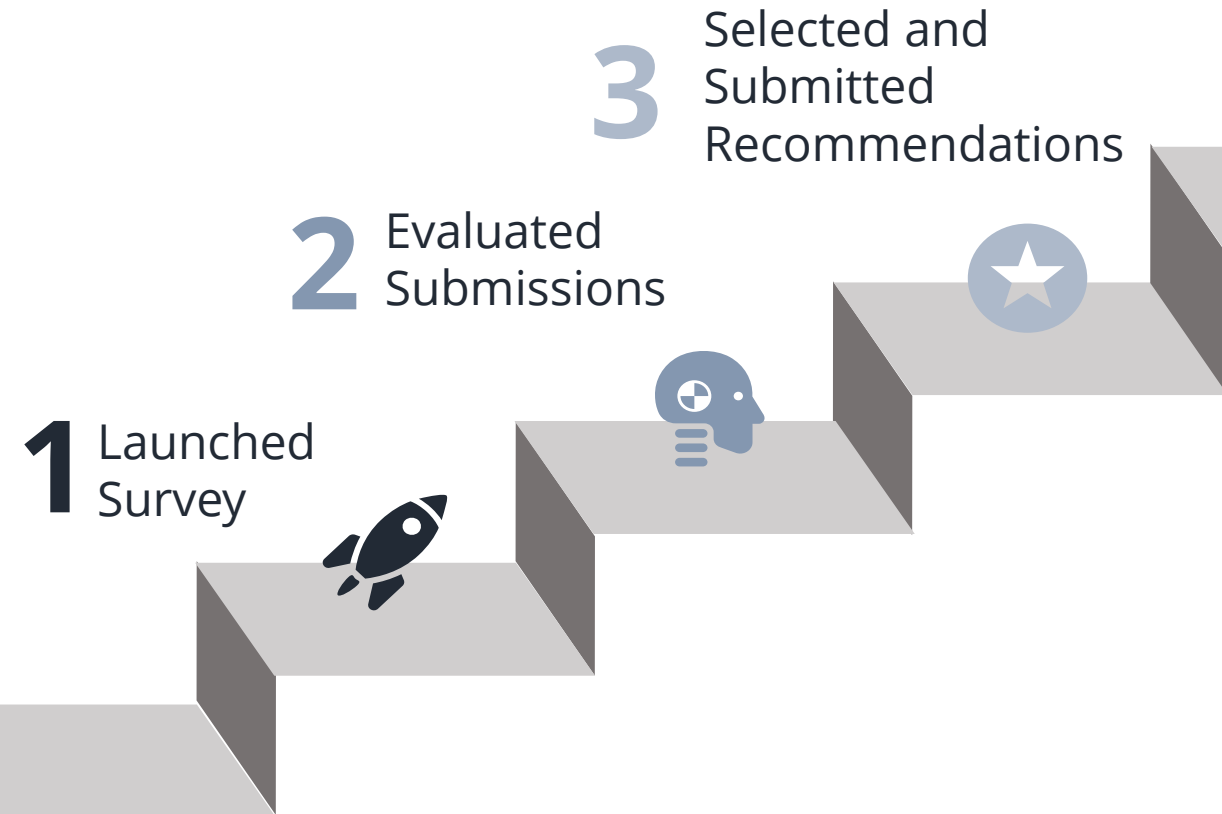
Mentor marginalized staff to build confidence and comfort in their roles, and take ownership of their careers

- DEI-focused mentorship experience that **sets the standard** for state government
- Increase in staff educated on DEI and that **apply DEI practices** into their everyday job and responsibilities
- Increased **sense of belonging** and clear pathway for **upward mobility** for staff
- Increase in the number of employees from marginalized communities that **receive promotions**
- Decrease in the number of marginalized employees that **leave DHS** due to lack of upward mobility
- Increase **in interest / applications** from marginalized communities

CHARGE 3

BUDGET PROPOSALS

HEDI reviewed over 180 responses via the 2022 DEI Recommendations and Budget Requests Survey and selected the three following budget proposals to recommend to the Office of Policy Initiatives and Budget (OPIB)



CHARGE 3

Text Translation Software & Application Strategy

Adopt a text translation software to improve accessibility and foster a sense of inclusion for the Department's diverse workforce and the communities we serve.

Recommended Initiatives*

- Require translation for all DHS Webpages for multiple languages (e.g., Somali, Hmong, Hispanic, etc.)
- Edit forms to have more bilingual options, such as those within the Rehabilitation Review Application process
- Create a system/process where all external facing DHS documents are translated to the most common non-English (e.g., Somali, Hmong, Hispanic, etc.) languages in the State. Make this a requirement for all divisions and offices

- ✓ Establishment of standardized language accessibility for employees and/or constituents of DHS
- ✓ Increased culture of inclusivity, allowing all DHS constituents equal opportunity to understand webpages, fill out forms/applications, and read important documentation regardless of first language
- ✓ Expanded accessibility to benefits and programs for all Wisconsinites

Anticipated Outcomes

CHARGE 3

DEI Ombudsperson Program

Develop a program housed within the Office of Health Equity and staffed with full time employees assigned to each division/facility/office to provide DEI related mentorship, counseling and/or leadership to employees.

Recommended Initiatives

- Hire an on-site employee (separate from EAP and/or HR) to provide direct support to employees who are experiencing adversity, negativity or microaggressions**
- Every facility, office, center, etc., needs an on-site leader to recognize, raise up and lead resolution of inequity issues, assist with shifting culture to inclusiveness and to role model being an ally to those who are rarely at the table where decisions that directly impact them are made

- ✓ Improved support for DHS employees who face situations of adversity, microaggressions, racially motivated issues, disability access, etc.
- ✓ Better integration of employee experiences into leadership and organizational decisions
- ✓ Improved:
 - ✓ Employee retention
 - ✓ Sense of Belonging
 - ✓ Inclusivity

Anticipated Outcomes

***indirect, subtle, or unintentional discrimination against members of a marginalized group*

CHARGE 3

Community Advisory Group

Develop an advisory group made up of representatives from community organizations, to disseminate information to marginalized communities and advise DHS on the communication needs of those communities.

Recommended Initiatives

- Offer a way to better communicate to communities that may not follow local media/DHS social media / get Government Deliveries / look at our website
- Incorporate not only people of different racial and ethnic backgrounds, but also people who use American Sign Language (ASL), Braille, are differently abled, or located in rural areas
- Communicate to local and tribal public health staff about existing scholarships or grants, enabling them to attend trainings and/or conferences focused on health equity, racial equity, rural equity, and social determinants of health

- ✓ Enhanced communication to grassroots-level constituents of Wisconsin through a direct line of communication to representatives in the communities DHS is trying to reach
- ✓ Better informed marginalized communities about programs, grants, and resources, and opportunities
- ✓ Enhanced understanding of community equity needs


Anticipated Outcomes




CHARGE 4

DEI REQUESTS


HEDI reviewed over 180 responses via the 2022 DEI Recommendations and Budget Requests Survey and selected the three following requests to submit to the Office of the Secretary.



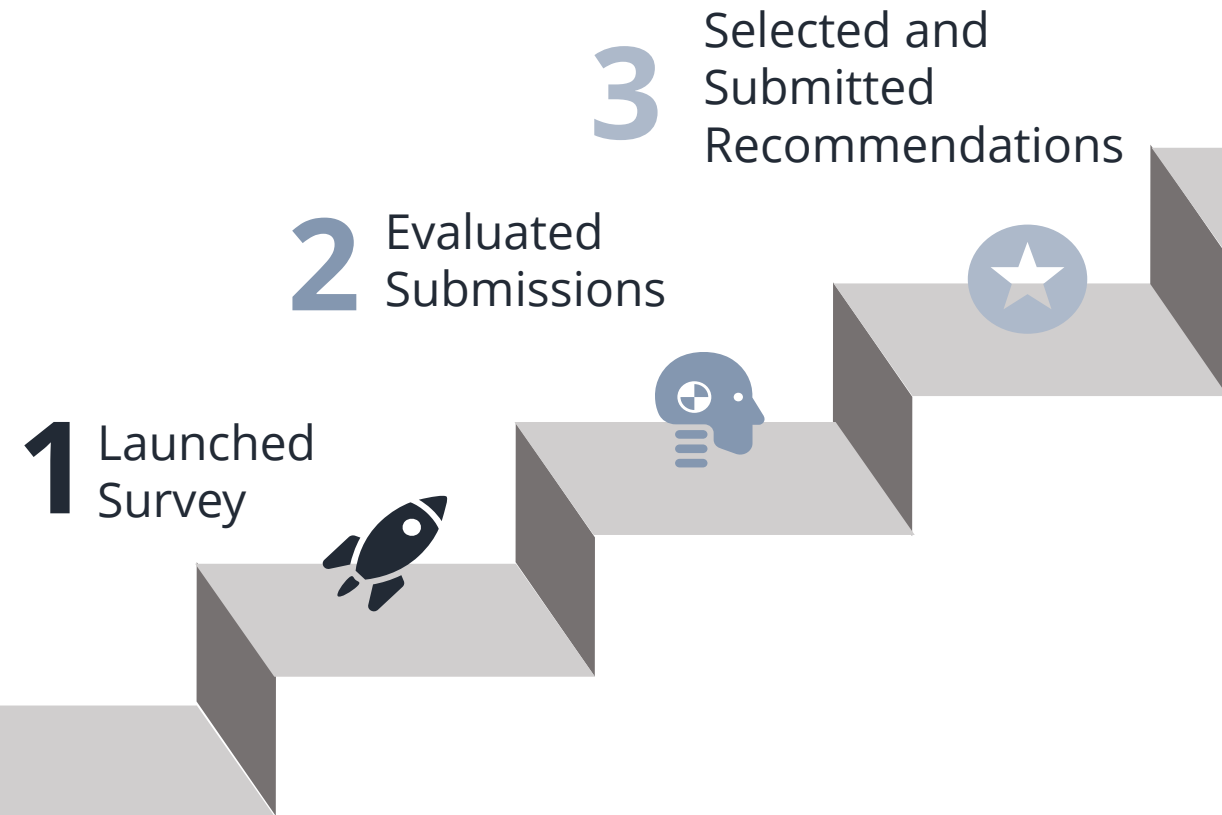
Celebrating Diversity



Communications Plan: Campaign Towards Inclusion



Diverse Representation to Increase Sense of Belonging





CHARGE 4

Celebrating Diversity

Provide more opportunities for employee-led DEI events in order to help foster a culture of education and belonging

Recommended Initiatives

- Develop opportunities for employees to share personal experiences around inclusivity
- Publish a quarterly newsletter summarizing all DEI activities across DHS and featuring one particular activity in depth
- Continue holding events that showcase different identities e.g., Black History Month Displays, Women's History , etc.

- ✓ More well-received events such as Black History Month events, Women's History Month events, and other DEI focused initiatives
- ✓ Improved Employee Satisfaction due to an increase in:
 - ✓ Sense of unity
 - ✓ Opportunities for employee voices to be heard
 - ✓ Opportunities for DEI education

Anticipated Outcomes



CHARGE 4

Communications Plan : Campaign Towards Inclusion

Collaborate with the Communications Office to develop a campaign around various topics to encourage a culture of inclusivity

Recommended Initiatives

- Encourage staff to use pronouns in their email signature to normalize pronoun use i.e. (she/her/hers , him/his, they/them)
- Update Style Guides to include more gender neutral/inclusive language
- Update DHS forms (internal & external, program related) to make them gender inclusive for all applicants

- ✓ Promoted staff feelings of gender inclusivity
- ✓ Increased attraction of more diverse job applicants
- ✓ Increased:
 - ✓ Sense of belonging for LGBTQ+ staff & allies
 - ✓ Level of comfort when community members engage with DHS forms
 - ✓ Division unity

Anticipated Outcomes



CHARGE 4

Diverse Representation to Increase Sense of Belonging

Develop a program housed within the Office of Health Equity and staffed with full time employees assigned to each division/facility/office to provide DEI related mentorship, counseling and/or leadership to employees.

Recommended Initiatives

- Consider increasing representation of staff with disabilities in decision-making groups at DHS
- Create safe spaces for employees with shared identities (i.e., race, sexual identity, culture) to discuss ideas around improving their DHS experiences
- Create a welcoming committee to help new staff onboard and hold events for current staff to continue feeling welcome
- Identify Multi-Lingual Employees volunteers who would be willing to serve as a buddy/coach/mentor for new hires
- Improve the onboarding process across DPH/DHS to increase chances of retaining a diverse workforce

- ✓ Increased sense of inclusion due to diverse representation at the decision-making table
- ✓ Increased collaboration and connection between tenured and new employees
- ✓ Promotes a positive onboarding experience for those that may feel isolated or have a difficult time with language or other abilities

Anticipated Outcomes



CHARGE 5

TRAINING & EDUCATION

The Charge 5 Subcommittee spent weeks researching 21 DEI Training Categories including specific goals pulled from the E&I plan

77
Trainings
Covering 18/21 Training Categories

100+
Content Hours
Trainings ranged from 5 mins to 2 days

10+
Formats
Including Self-Paced & Instructor Led

Top 8
ESTABLISHED
DEI TRAININGS





CHARGE 5

TRAINING & EDUCATION

HEDI recommends the following eight established trainings for DHS leadership, staff and external stakeholders that will help foster an inclusive culture in the workplace and within our communities

<p>Discussing Culturally Sensitive Topics</p>	<p>Creating an Inclusive Community: How Diversity, Equity, and Inclusion Strengthen Organizations</p>	<p>Tribal Affairs: Intro Tribes Training</p>	<p>Empowering People to Break the Bias Habit</p>
<p><i>Leadership</i> <i>Self-Paced</i> <i>12 minutes</i></p>	<p><i>Leadership</i> <i>In-Person/Virtual</i> <i>1-2 hours</i></p>	<p><i>Leadership / Staff</i> <i>Virtual/Self-Paced</i> <i>45 minutes</i></p>	<p><i>Leadership / Staff Cultural</i> <i>In-Person</i> <i>3 hours</i></p>
<p>Diversity, Inclusion and You for Leadership/Staff - Parts 1, 2 & 3</p>	<p>Health Equity Series WiCPHET</p>	<p>What To Say When Someone Calls You A Racist</p>	<p>The Aspen Institute: A Procurement Path to Equity</p>
<p><i>Leadership / Staff</i> <i>In-Person/Virtual</i> <i>2 hours</i></p>	<p><i>External / Staff</i> <i>Self-Paced</i> <i>40 minutes</i></p>	<p><i>Staff</i> <i>Cornerstone</i> <i>12 minutes</i></p>	<p><i>Staff</i> <i>Webinar</i> <i>1 hour</i></p>

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Q&A SESSION

LANGESTON HUGHES



Why did we create the HEDI?

Who serves on the HEDI?

**How do I connect with HEDI or
serve as a representative?**

What is the timeline HEDI operates on?

Is there a Charge 2?

Who does HEDI collaborate with?

What is the Equity & Inclusion Plan?

**Will every recommendation HEDI
proposed be implemented?**

How do I stay informed about the work of HEDI and other DEI efforts?

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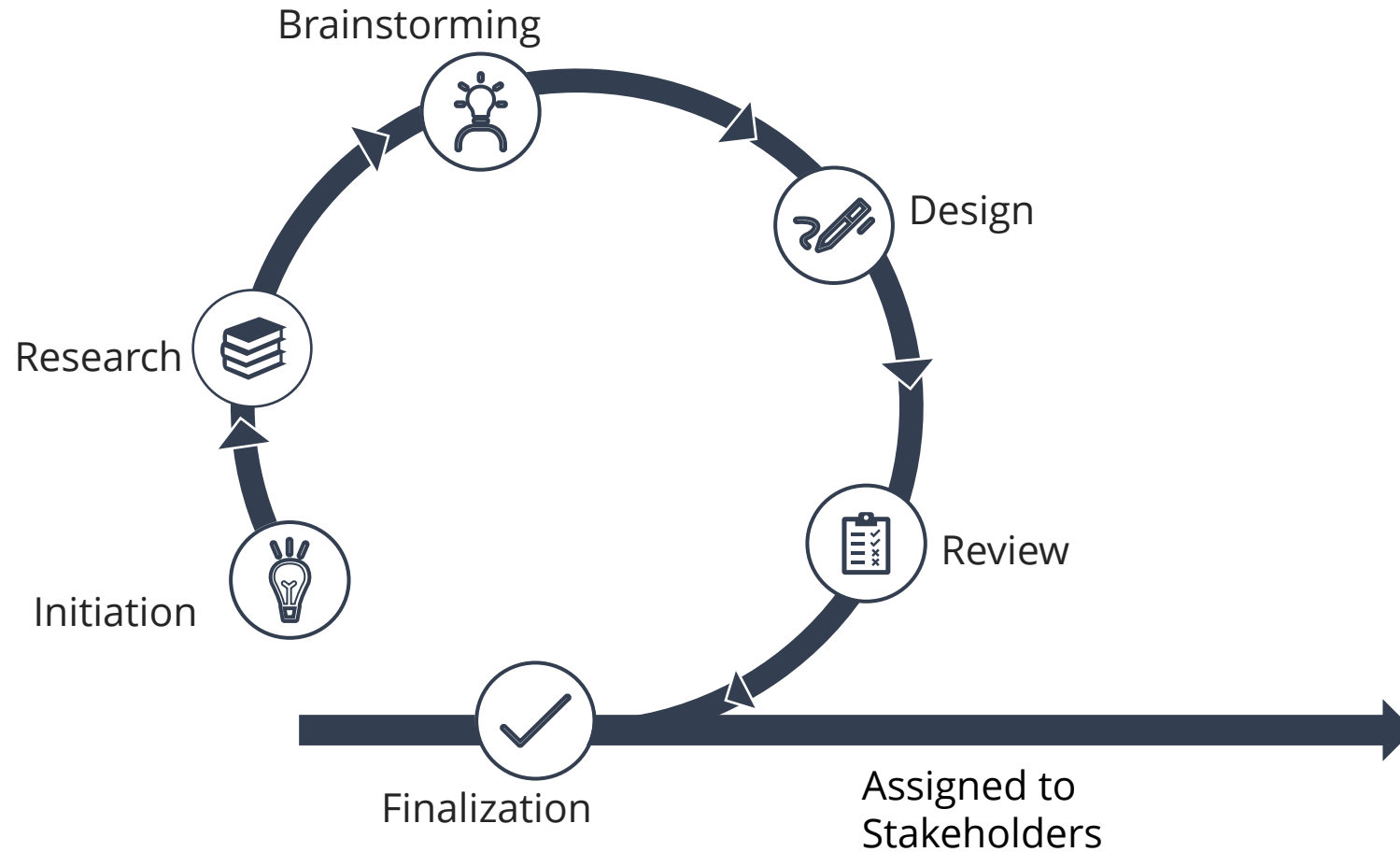
**LIFE OF A
RECOMMENDATION**

TONYA C. EVANS



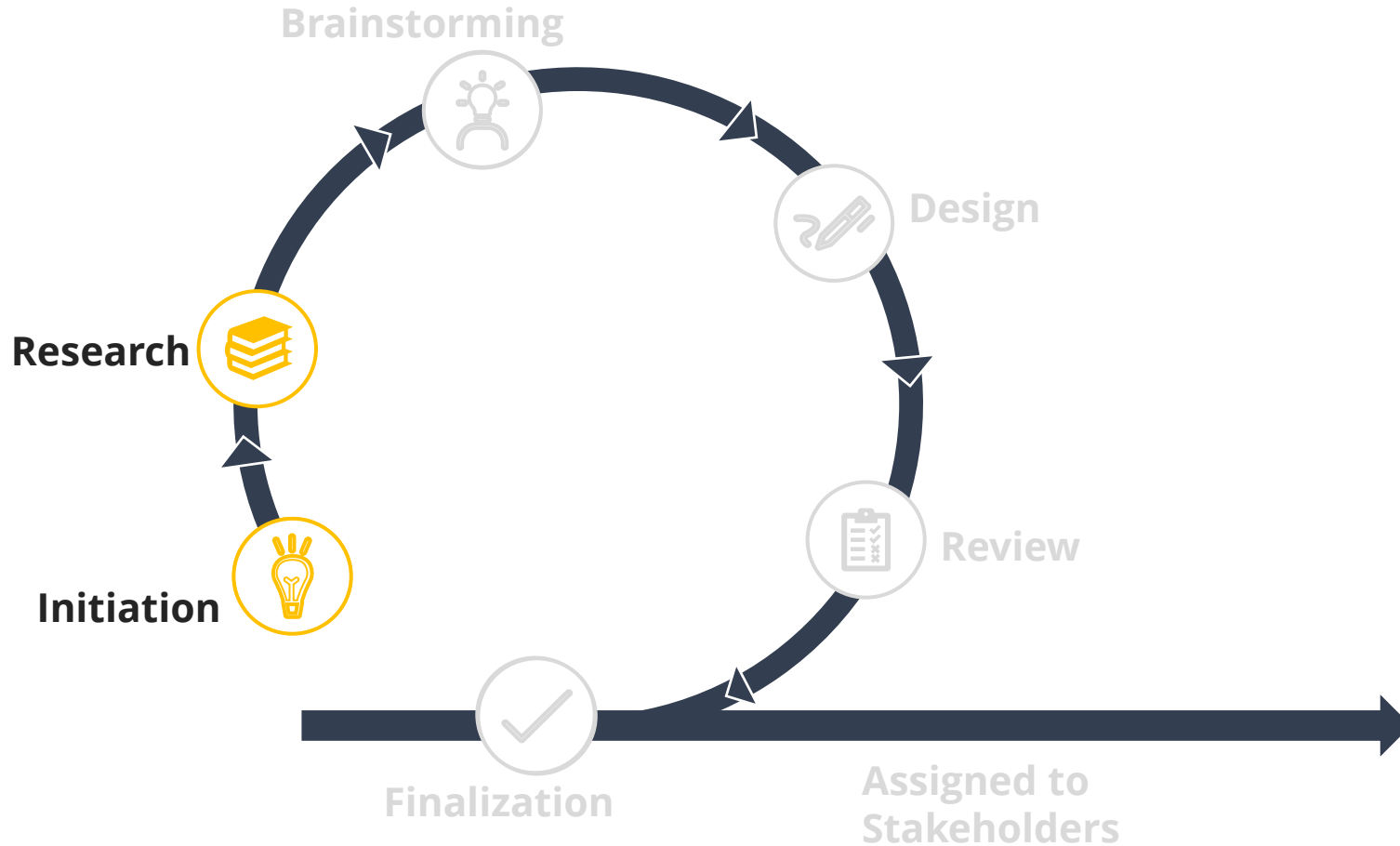
OVERVIEW

The development of a recommendation is an agile process.



OVERVIEW

Recommendation Development phase 1 focuses on idea initiation and researching best practices



Initiation

Establish a collective understanding of the objectives, develop a general project plan and determine a meeting cadence for each group

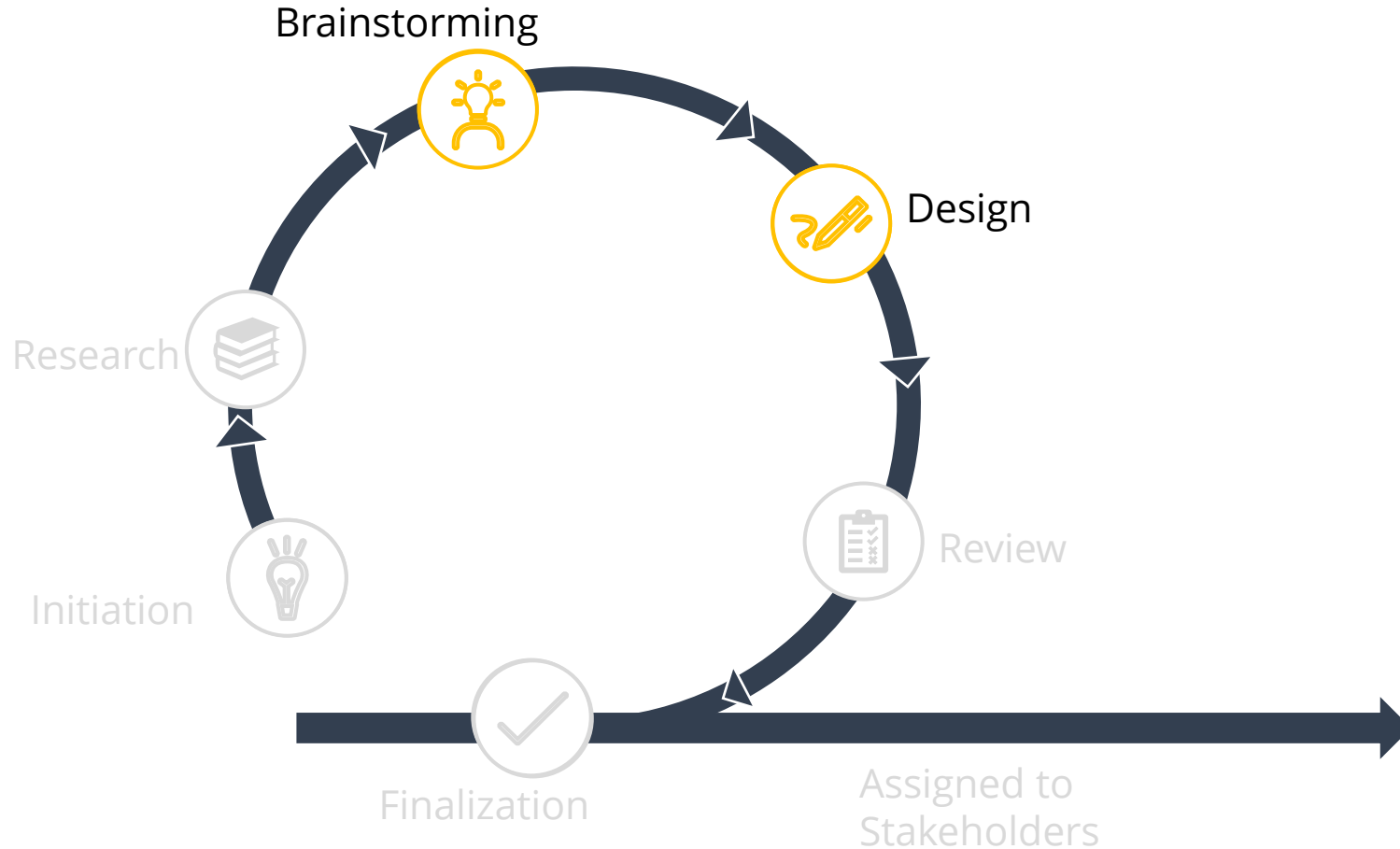


Research

Conduct external research on DEI best practices to better understand existing options for improving DEI

OVERVIEW

The second phase of recommendation development focuses on brainstorming and tailoring the research to fit DHS needs



Brainstorming

Identify gaps between the DHS current state and future state according to external research

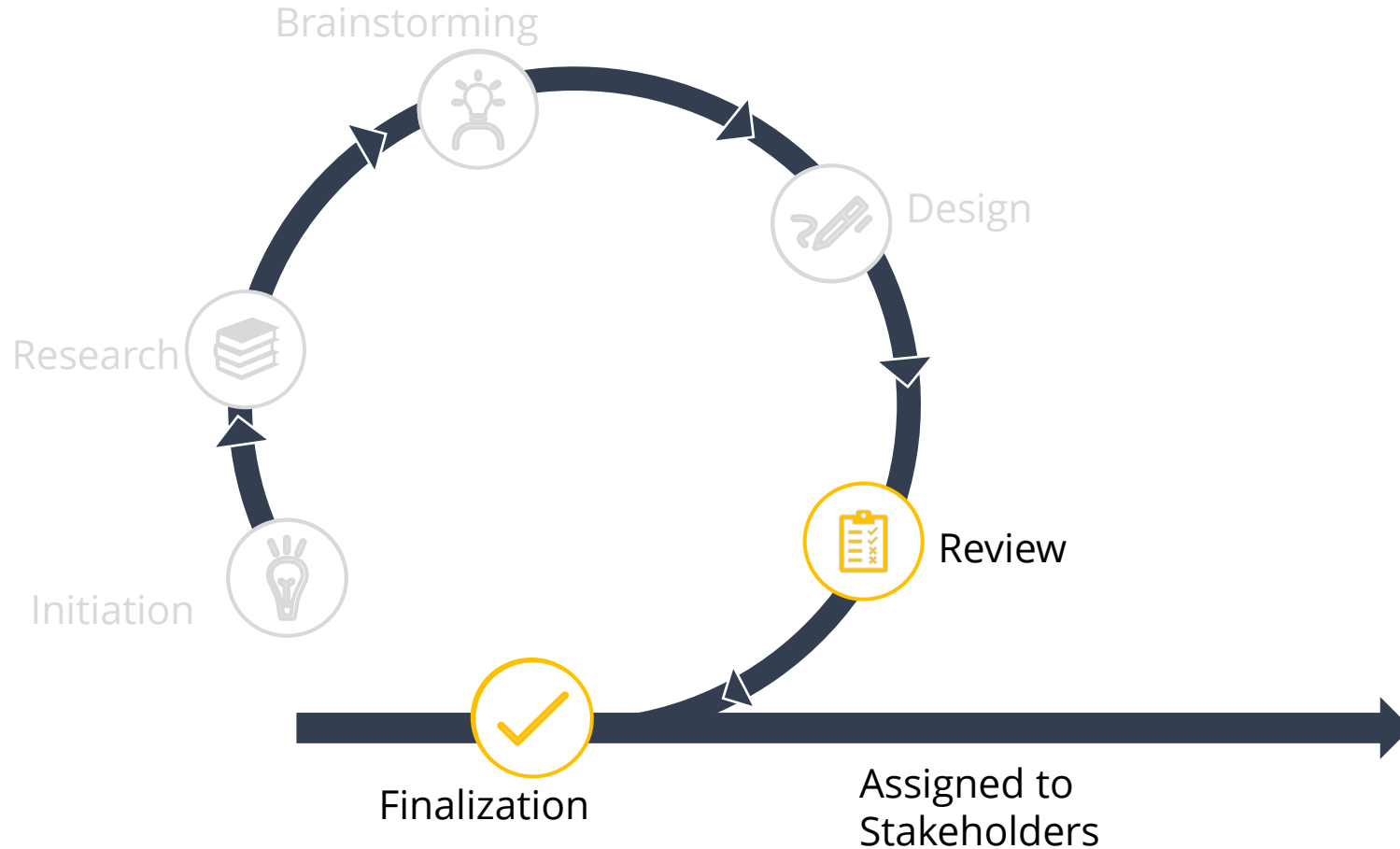


Design

Develop tailored recommendations based on DHS needs with respect to DEI and experiences of marginalized groups

OVERVIEW

During the third phase, the recommendations are reviewed and refined. Once complete, recommendations are adding to the Recommendations Report



 **Review**

Review and refine recommendations and request feedback from HEDI Council

 **Finalization**

Prepare recommendations report for DHS

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**PARTNERSHIP
PANEL**

Langeston Hughes



OUR PANELISTS



**MICHELLE
ROBINSON**

OHE



**JESSE
WIELGAT**

BHR



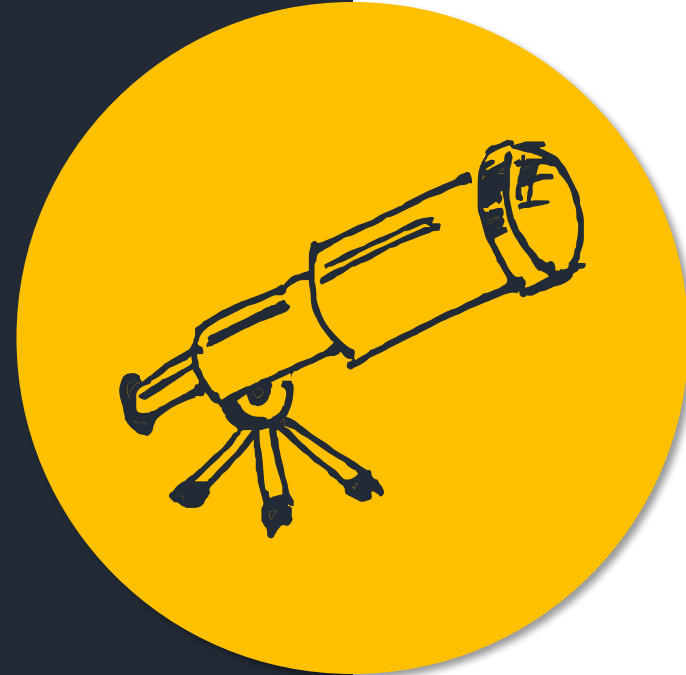
**ANDY
FORSAITH**

OPIB

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THE FUTURE OF HEDI

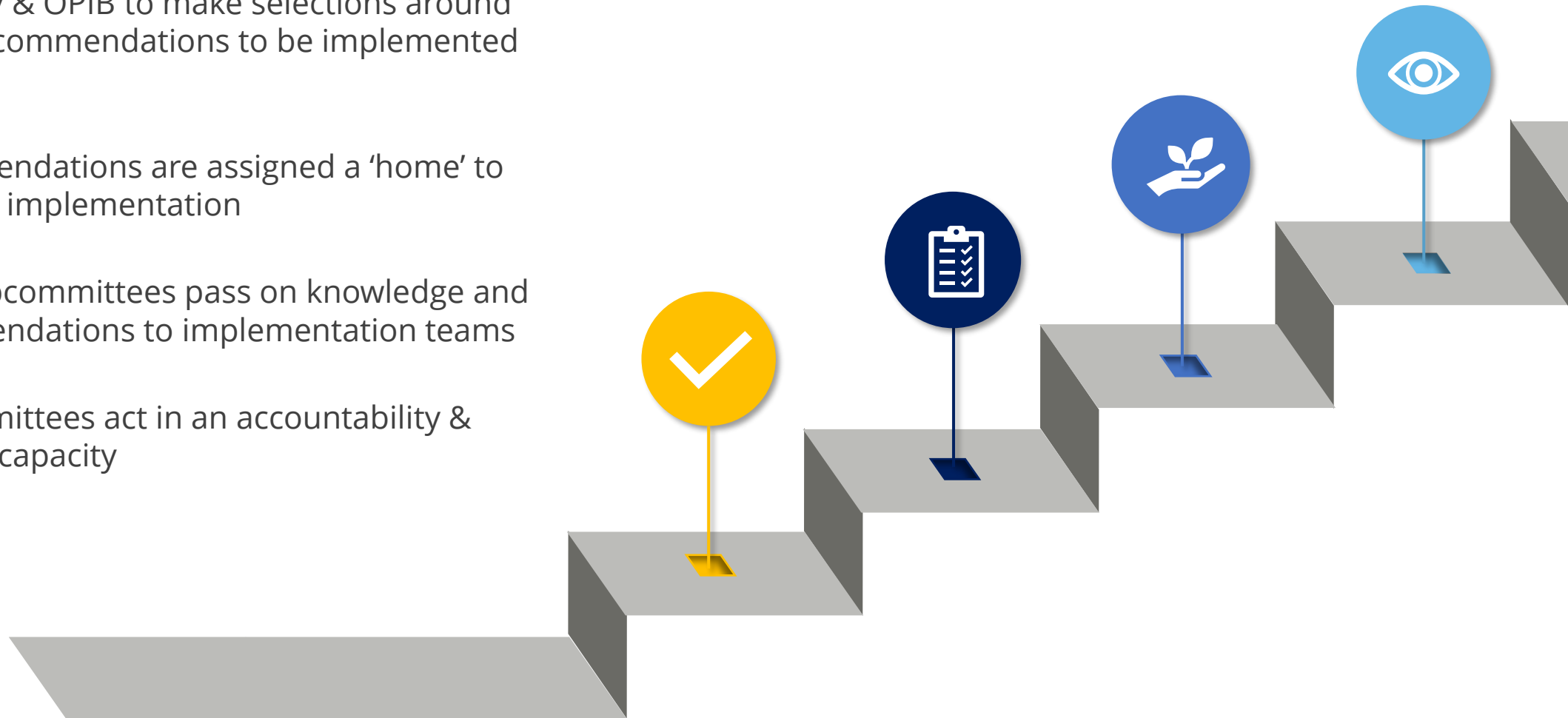
TONYA C. EVANS



ACCOUNTABILITY & ADVISORY

Moving into the next year of HEDI, our focus will be on helping our current recommendations across the finish line.

-  Secretary & OPIB to make selections around which recommendations to be implemented this year
-  Recommendations are assigned a 'home' to carry out implementation
-  HEDI Subcommittees pass on knowledge and recommendations to implementation teams
-  Subcommittees act in an accountability & advisory capacity



THANK YOU

Special thanks for the following groups and individuals for their efforts in collecting, assessing, and identifying the recommendations in this report and for driving forward DEI at the

HEDI Members

- Chair: Tonya C Evans
- Co-Chair: Langeston Hughes
- Andrea Turtenwald (OCMH)
- Darwin Dick (Tribal Affairs)
- Edwin Nyakoe-Nyasani (DPH)
- Kelly Terrab (DQA)
- Laura Varriale (OLC)
- Laurie Palchik (DES)
- Mary Pirrello (DCTS)
- Michelle Schroeder (DMS)
- Phung Nguyen (OIG)
- Sheri Carter (OPIB)

Subcommittee Members

- Ashley Wilson (DMS)
- Carmella Glenn (DCTS)
- Elizabeth Branney-Gant (DES)
- Margaret Kordus (DCTS)
- Marjorie Blaschko (DMS)
- Myesha Thompson (DMS)
- Riley Peterson (DMS)
- Sara Kolinier (OS)
- Sara Sanders (OS)
- Susan Uttech (DPH)
- Kelsey Paisley-Lasso
- Jess Rutstein
- Elizabeth Rudy (DCTS)
- Teale Greylord (DPH)

Partners & Advisors

- Sandra Rowe – Executive Sponsor, OLC
- Andy Forsaith – OPIB
- Robert Masnado – BHR
- Jesse Wielgat – BHR
- Angela Zilliox – BHR
- Kathleen Caron – Stay & Grow Team

**THANK YOU FOR
JOINING US!**

August 11th, 2022