

MAC/WIC Recommendations		Progress	What Agency is Responsible?	Contact	Related Progress	Barrier/Challenge
<b>Ensure a safe and respectful workplace environment for all employees.</b>						
1. Review and improve policies, procedures, and work rules (including APMs 3-5, 2-25, and 2-33) as they relate to workplace harassment, discrimination, bullying, and violence.	✔	Active Support	DCR	Norman Davis, Melissa Gombar	APM 3-5 Revision on-track	
	⚠	Stated Support	HR	Harper Donahue IV, Erin Hillson	Plan to complete APM 2-25, 2-33 in 2020 or spring 2021	
2. Evaluate and improve harassment prevention and response training for supervisors and all staff.	✔	Active Support	DCR	Tracy Lomax	Supervisor training should be prioritized	COVID-19 & LMS Project on hold indefinitely (HR/IT)
3. Develop and implement clear, proactive policies to protect employees in frontline and service positions from harassment and abuse by patrons, customers, and members of the public.	✘	NoProgress			<b>MAC/WIC created civility posters</b> and distributed to public facing agencies Oct 2020. Kudos to departments like Libraries Consequence Chart & Civility Guidelines	Currently departments have their own policies and we found inconsistencies with employee expectations or recourse
4. Review rules of conduct and training for elected officials and committee members to ensure they include provisions for appropriate treatment of staff.	✘	NoProgress	Common Council Office	VACANT CC Director		Vacant Position-CC Director and hiring for position will delay this item.
5. Develop a reporting process for employees who wish to maintain anonymity to share concerns about their workplace. (Employees would continue to have the right to make formal complaint at any time.)	✔	Active Support	DCR	Melissa Gombar	Complainant anonymity/increased communication is coded into new software- implementation scheduled late 2020	
6. Plan for continuous communication and outreach to ensure employees understand their rights, how to report incidents, and who can offer them support.	✔	Active Support	DCR/HR Orientation	Bill Wick/ Sherry Severson	In planning: will incorporate into Employee Orientation & Onboarding & Subtle Acts of Exclusion Training	COVID affect on schedule
7. Increase communication with individuals who file reports to ensure they understand the process, are aware of timelines, and are not experiencing retaliation.	✔	Active Support		Tracy Lomax	<b>MAC/WIC Peer Advisor Pilot</b>	COVID-19 & Return to Work difference by Agency
<b>Equitable access to professional development opportunities and mentoring.</b>						
8. Use data and metrics to identify risk areas, set targets and goals, and measure the impact of initiatives.	✔	Active Support	HR	Brad Wollmann	Exit Survey & plan to implement Exit Interviews 2021 & Pulse Surveys	City of Madison data governance and management practices limiting. Data management means that it's collected, analyzed, and used in effective, ethical, and equitable way.
9. Review and update training policies (including APM 2-10) to include provisions and measures for equity, and inclusion. All City employees should have fair and equal access to learning and development opportunities regardless of their job classification, department, and social circumstances	✔	Active Support	HR/ Departments	Lindsay Bessick	Goal to have revised APM 2-10 to the Mayor for review by Q2 2021	Researching email access & innovative ways to communicate to all employees (# of employees without emails: Metro Transit- 300, Monona Terrace- 190, Streets- 160, Parks- 85, Police- 60)
10. Support and expand targeted training programs such as Women's Leadership Conference that are designed to eliminate barriers and underrepresentation in all levels of leadership	✔	Active Support	HR	Carla Garces-Redd	Virtual Conference executed Sept 2020	COVID-19 & Budget Shortfall - no expansion but no cuts
<b>Assess and support pay equity within our organization, specifically as it relates to race and gender</b>						
11. Conduct regular citywide pay analyses to determine and track any disparities.	✘	NoProgress	Mayor's Office	Mayor Rhodes-Conway		Cost, COVID & Budget Cuts
12. Address any gender and race/ethnicity gaps analyzed by involving those who are impacted and collaborating with MAC, WIC, and other Citywide initiatives	✘	NoProgress				
13. Analyze the City's position study process through an equity lens.	✘	NoProgress	HR	Vacant HR Services Manager	Equity Analysis on position study scheduled for Q4	Former HR Services Manager resigned and hiring for position will delay this item.