

WisDOT AA-EEO PROGRAMS LISTING

Program	Program Type	Program Description	Sponsoring Division or Agency	Years In Place/ Current Status	Recommendation for Expansion or Continuation
Affirmative Action Advisory Committee (AAAC)	Training, Outreach	Advises key staff & the Secretary's Office on programs designed to ensure equal employment opportunity to employees, applicants for employment & clients of the agency.	Secretary's Office	17+years <i>Current</i>	Continue as required by state law. Provides advice & information to WisDOT's Board of Directors & promotes education & understanding of affirmative action issues among WisDOT employees.
Americans with Disabilities Act (ADA) Compliance Plan/Reasonable Accommodations Policy	Training, Recruitment, Retention	ADA requires accessible programs & services & reasonable accommodations. It prohibits discrimination in employment because of disability.	All Divisions	Since 10/95 <i>Current</i>	Continue as required by law. Make facilities accessible whenever remodeling occurs. Schedule periodic review of divisional policies.
Aviation Careers through Education (ACE)*	Training, Outreach, Recruitment	Introduces Milwaukee's inner-city minority students (K-12) to aviation. A summer employment opportunity for HS students. Promotes aviation & space education in all grade levels, offers extracurricular activities & provides students experience in aviation-related jobs.	DTIM/ Bureau of Aeronautics	Since 1990 <i>Current</i>	Continue. Meets program goals; meets legislative & management commitment to legal requirement of promoting aviation education.
Career Awareness Summer Project (CASP)	Outreach, Recruitment	A free one-week in residence program aimed at youth in the 5-8 grades. Introduces a diverse group of youth to careers in the transportation industry, highway construction & the skilled trades.	FHWA, DTSD/BEES	<i>Current</i>	Continue. If funding exists expand to include more attendees.

*AA/EEO specific

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Community Minority Outreach Committee (CMOC)*	Outreach, Recruitment	Targeted outreach to minority populations in the hopes of improving the number of qualified applicants who would compete successfully for positions of Transportation Customer Representative field positions.	DMV	Since 1987 Current	Other divisions to expand program could use community organization contacts. Similar recruitment program exists in DSP. Expand advertising of program to attract more people.	Time commitment (quarterly meetings, plus outreach efforts). Community participation (Attendance varies at meetings with community organizations).
DMV Leadership Development Program	Training, Promotion, Retention, Career-Development	Provide section employees with leadership development opportunities in an effort to develop a pool of in-house staff with the leadership skills needed to become supervisors, managers & analysts' candidates in the future. Mentoring & classroom training. Offers employees the opportunity to develop the knowledge & skills needed to do well on tests & in the interview processes.	DMV BDS & BVS OSER	Current Madison program on hold - Milwaukee piloting employee development & improvement focus since March 2004	Continue after reorganization is completed & combine with OODS leadership classes to eliminate redundancy of "core" skills, but maintain division-specific training. Offer classes at locations other than HF (especially SE Region)	Time commitment, travel, impact on local coverage, hard to develop & maintain mentoring arrangements
DSP Leadership Growth & Development Program	Training, Promotion, Retention	Designed to encourage continual leadership growth by identifying methods that will enhance individual leadership development. Program entitled "Everyone A Leader." All employees in the DSP have been given the presentation. The majority of training was completed at the 2003-trooper/inspector in-service with follow-up sessions that were given for non-sworn personnel.	DSP	Current	Restart with new recruiting class. Target female enrollees & review recruitment & testing for barriers.	Trooper qualification difficult.

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Exit Interview System	Retention	Voluntary Questionnaire and/or person-to-person interview to assist in improving the organization's work environment & increasing retention.	BHRS, AA/EEO, All Divisions	Current An on-line system was developed so that exiting employees could key in their comments. The results are then shared with division management.	Development of a department-wide system is a component of the AAAC's five-year work plan. Use for evaluating supervisors. Make data available for use & review. Manage based on data.	Voluntary responses not always completed.
Hiring Justification Program	Recruitment	Requires hiring authorities to provide justification to the AA Officer when recommending that an underutilized position be filled with a non-AA candidate. AA Designees	AA/EEO, BHRS	Current	Continue (required)	
Home-based Employment for People with Disabilities	Training, Assessment	Provides training, flexible work hours & special equipment to accommodate needs of employees with disabilities who live within 10 miles of WisDOT's central office.	DMV-BDS	Since 1988	Continue in DMV. Expand to other divisions only if appropriate work is available.	One-time & ongoing costs for equipment, courier & supervisor. Limited numbers of positions qualify.
25. Incentive Grant Program (IGP)* (Scholarship & Loan Repayment Incentive Grant Program)	Recruitment	Exposes minority & female students to various careers w/in DOT that are underutilized for minorities & females. Provides LTE positions & scholarship grants to participating students. Loan repayment funds are also available to students who return to work with DOT after graduation in the area of their academic major.	WisDOT, AA/EEO, BHRS	Since 2002 Active, replaced MEP	Continue	Revisions to administrative rule may need to be considered to allow for greater flexibility in recruiting minorities & females.

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