

*Note: These Draft Minutes have not been approved by the Affirmative Action Commission. They are being provided to the County Clerk's Office for public availability at the direction of the Commission.*

**AFFIRMATIVE ACTION COMMITTEE MINUTES  
March 6, 2012**

**Present:** Nancy Barker, Linda Mingus, Pat Brennand (for David Albrecht), Bill Roh, Joaquin Lira-arrived 2:12

**Excused:** David Albrecht

**Also present:** Ron Montgomery

**Meeting called to order at 2:00** by Nancy Barker

**Approval of the minutes of the December 13, 2010 meeting**

**Approved by** Bill Roh **Seconded by** Pat Brennand

**Carried** 4-0

ELECTION OF OFFICERS

Pat Brennand nominated Nancy Barker to be the Chairman

Seconded by Bill Roh

Motion by Pat Brennand to close nominations and vote

Seconded by Bill Roh

Carried 4-0

Pat Brennand nominated Joaquin Lira to be the Vice Chairman

Seconded by Linda Mingus

Carried 4-0

COMMENTS FROM THE PUBLIC

None

REVIEW OF COUNTY WORKFORCE DATA

Ron Montgomery gave a handout titled "How the Government Measures Unemployment". He thought it would be useful to the members to show how the federal government measures the labor pool and calculates the Unemployment Rate. He also gave out another handout titled "Economy at a Glance". He explained that these are fresher employment and population numbers, which are more refined and captured locally. He said the Fox Valley is performing better economically than much of the nation.

Ron asked if there were any questions. Nancy Barker said Appleton does a physical headcount of homeless people in that city and wanted to know if everyone does that. Ron replied that most municipalities and Counties, including Winnebago, do not.

REVIEW OF AFFIRMATIVE ACTION PLAN

Ron went over the summary of the affirmative action plan. Current census data reveal that minorities represent 7.5% of the population (12,306 people), and 5.3% of the labor force (4,840 people).

From 2012-2013 Wisconsin Department of Workforce Development projections, we find that 55% of Winnebago County's population is in the labor force. Joaquin Lira asked if that represented the entire population and Ron said yes. Joaquin stated that was a pretty good number.

Women are 50.4% of the total population and represent 53.4% of the comparable-job labor force. In light of this, we are proud that women represent 63.7% of the County government's full-time workforce. Women are represented in all occupational categories except Skilled/Craft. A substantial number of the County's female employees are well-paid professionals or managers.

The 20 members of minority groups comprised 2.31% of the County's workforce, contrasted with their 3.27% participation in the countywide workforce. Although it is obvious that there are few minority-group members employed by the County, factors mentioned in the introductory paragraphs of the Affirmative Action report may account for much of the difference. Few minorities live in Winnebago County, which is 92.5% white. Ron stated that, given the County's demographics, a quota system likely would be impractical.

Women comprised 48.3% of the County's officials or administrators and 75.5% of professional employees. Their participation in these sectors of the countywide workforce was 37.7% and 55.89%, respectively.

Women represent 24.56% of the County's protective-service employees. Although the state has not provided current countywide data for this area, it had been roughly 25% in the recent past.

#### GOALS

Ron recommends no changes to the County's goals.

Winnebago County will continue to train employees to treat one another and the public respectfully and equally. The training sessions emphasize employees' rights, relevant law and workplace policies. Classes also alert employees to the proper way to combat workplace harassment and other discrimination. Harassment and discrimination training also will be included as part of new-employee orientation sessions. Ideally each employee will receive training every three years.

We continue to assess job descriptions to ensure that the qualifications and duties listed on them accurately reflect the work employees are expected to perform. Our plan is to ensure that compensation fairly matches the responsibilities of each job.

The plan will be made available upon request to a variety of sources, including community organizations, educational institutions, employment-services offices, news media and public libraries.

We continue to ensure that complaint procedures for employees, job seekers and clients are user-friendly, appropriate and fair.

Motion to send the plan to P&F as presented by Linda Mingus

Seconded by Bill Roh

Carried 5-0

Motion to adjourn by Pat Brennand @ 2:40

Seconded by Joaquin Lira

Carried 5-0