

**State of Delaware –Delaware Women's
Workforce Council
Office of Women's Advancement and
Advocacy**

**Workforce Council Subcommittee Business Outreach Meeting
minutes**

Location: 122 Martin Luther King Jr. Blvd, South, Dover, DE

Date: November 5, 2018

Attendees: **Melanie Ross Levin, Roxane Ferguson
(Chairperson), Carling Ryan, Shaleah Sutton, Joe Fitzgerald,
Crystal Brennan, James DeChene and Christine Rawak**

Time: 11:00am-12:00pm

Welcome Introduction

The Chairperson, Roxane Ferguson, started meeting at 11:00am. She thanked everyone for coming and had everyone introduce themselves. Ms. Ferguson turned the meeting over to Melanie Ross Levin so she could discuss the Office of Women's Advancement & Advocacy and how the Office was created using a Boston model.

**Background on Office of Women's Advancement and
Advocacy/Boston Model**

The Office of Women's Advancement & Advocacy was modeled after a similar office in Boston that has been in existence for 10 years. The Office of Women's Advancement & Advocacy was created in reaction to the Ivy Report, which was started when Governor Markell was in office and was implemented by Governor Carney.

The report found that women who were State workers were often in the lower pay scales. Women were paid less, less likely to be promoted, and more likely to have disciplinary actions in their records. The Office of Women's Advancement & Advocacy was created to work on gender equity within the State's workforce and also to work on women's and girls' issues in the State of Delaware.

The Office of Women's Advancement & Advocacy is a part of the Department of Human Resources for the State of Delaware. Ms. Ross Levin talked about the Office of Diversity and Inclusion and how it was first started. She also talked about how the Office of Diversity and Inclusion has overlapping

interests with the Office of Women's Advancement & Advocacy.

Ms. Ross Levin talked about the three groups that the Office of Women's Advancement & Advocacy supports. They are: the Delaware Women's Workforce Council, the Delaware Women's Commission and the Delaware Women's Hall of Fame Committee.

She explained that the Delaware Women's Workforce Council is charged with eliminating the wage gap, removing the visible and invisible barriers to women's advancement, and ensuring that every person regardless of color has an opportunity to advance in the workplace.

In order to accomplish this, the Delaware Women's Workforce Council will use a variety of strategies, including conducting research, making policy recommendations, highlighting best practices, creating public/private partnerships, and holding public briefings, among other things.

The Boston model's emphasis is on public/private partnerships. One thing that the Boston Women's Workforce Council has done that the Business Outreach Subcommittee is considering is the 100% Talent Compact. Boston has an agreement with over 200 companies to better understand and work to close gaps in pay and workforce representation.

The Boston Women's Workforce Council participates in a discussion with the mayor and they also have a quarterly membership briefings. The Boston Women's Workforce Council submits data anonymously from its private partners for evaluation on gender and race by working with Boston University. This valuable data helps guide management decisions in hiring, promoting pay and professional development investment.

Salary Negotiation Classes Information

Ms. Ross Levin talked about salary negotiations training in Boston. Boston has committed to training 85,000 women for salary negotiations by 2021. The trainings are interactive and are located throughout of City of Boston. The Delaware

Women's Workforce Council would launch salary negotiation training workshops, hosting trainings for salary negotiation in all three counties, one training session in each county.

Discussion about Strategic Plan

The group discussed the Women's Workforce Council three year strategic plan and how it related to the Business Outreach Subcommittee. The Delaware Women's Workforce Council established the Business Outreach Subcommittee, which had a first year goal of establishing parameters for the talent compact before soliciting membership.

Additionally, The Delaware Women's Workforce Council will perform a gender based equity study for the State of Delaware workforce. The next fiscal year is to establish the study and by the end of FY20 the results will be collected and analyzed.

Roxane talked about how many meeting attendees present are in the different state and local Chambers of Commerce. Business size may determine the cost obligation to participate in the talent compact, and businesses will have a keen interest in how their data will be used.

Christine Rawak asked if grants have been used to pay universities for data analysis.

Ms. Ross Levin stated that she is going to Boston to see how they gather information and run their talent compact. Ms. Rawak talked about incentivizing businesses and what we will use to get businesses to participate.

Joe Fitzgerald will introduce Ms. Ryan to Bob Chadwick and Jaimie Watts at the New Castle County Chamber of Commerce Women's Leadership Conference to see how they would like to be involved in the talent compact.

Ms. Ross Levin stated that she was interested to know how the chambers would like to be involved in shaping the compact. Ms. Ryan added that an important component of the compact was privacy of the data and the resulting analysis. Roxane asked if the various Chambers of Commerce present would volunteer to be on the committee. All members said agreed.

Meeting is adjourned.

Action Items	Owner(s)	Deadline	Status
Going to Boston to participate in Talent Compact	Melanie Ross Levin		In progress
Send study done by State Business Chamber to group	James DeChene	11/26/2018	In Progress to give to Melanie Ross Levin
Introduce Jaimie Watts and Bob Chadwick to Carling Ryan at New Castle County Chamber of Commerce Women's Leadership Conference	Joe Fitzgerald	11/15/2018	Completed

DRAFT