

Minutes of the Forty-third Meeting of the
ENVIRONMENTAL JUSTICE TASK FORCE

DATE: May 21, 2019

TIME: 4:30 p.m.

PLACE: Milwaukee Area Technical College Education Center at Walker's Square
Room 451
816 W. National Avenue
Milwaukee, WI 53204

Members Present

Aloysius NelsonCommissioner, Southeastern Wisconsin Regional Planning Commission;
Chair Director, Division of Veterans Services, Kenosha County

Yolanda Adams Wisconsin Deputy State Director for the Elderly,
League of United Latin American Citizens (LULAC)

Huda Alkaff (by phone) Founder and Director, Wisconsin Green Muslims

Ella Dunbar Program Services Manager, Social Development Commission, Milwaukee

Keith Martin Engineering Specialist - Advanced 2, Wisconsin Department of Transportation,
Southeast Region

N. Lynnette McNeely Legal Redress Chair, Waukesha County NAACP

Jackie Schellinger Indian Community Representative, Retired Judge

Theresa Schuerman (by phone) Walworth County Bilingual Migrant Worker Outreach

Wallace White Principal/CEO, W2EXCEL, LLC

Guests and Staff Present

Donna Brown-MartinCommissioner, Southeastern Wisconsin Regional Planning Commission;
Director, Milwaukee County Department of Transportation

Elizabeth Callin Senior Transportation Planner, SEWRPC

Eric Lynde Chief Special Projects Planner, SEWRPC

Benjamin McKay Deputy Director, SEWRPC

Kevin Muhs Executive Director, SEWRPC

Nakeisha Payne Public Involvement and Outreach Manager, SEWRPC

Karyn Rotker Senior Staff Attorney, ACLU of Wisconsin

Jennifer Sarnecki Principal Transportation Planner, SEWRPC

CALL TO ORDER

Mr. Nelson called the meeting of the Environmental Justice Task Force to order at 4:40 p.m., welcoming those in attendance.

APPROVAL OF THE SEPTEMBER 13, 2018, AND DECEMBER 18, 2018, MEETING MINUTES

Approval of the September 13, 2018, and December 18, 2018, meeting minutes was deferred until later in the meeting because a quorum of EJTF members was not in attendance at the start of the meeting.

PUBLIC COMMENTS

Mr. Nelson asked if there were any public comments. Ms. Rotker noted that the Milwaukee County Transit System (MCTS) is currently considering service cuts as part of the 2020 County budget. She suggested a future EJTF meeting agenda item could be a discussion of how these cuts could be addressed and how to prevent impacts to disadvantaged populations. Mr. Muhs responded that Commission staff would be willing to summarize status of the potential MCTS service cuts at a future meeting.

REVIEW OF ACTION ITEM LIST

Mr. Nelson asked Mr. McKay to review the Environmental Justice Task Force Action Item List (available [here](#)). Mr. McKay explained that Mr. Nelson had suggested creating an action item list following the last EJTF meeting as a way to keep track of the status of items requested by EJTF members. The initial list presented at this meeting will be updated following each meeting and will be a regular agenda item. Mr. McKay then reviewed the list and the status of each action item. Regarding the two “open” action items, Mr. McKay indicated that staff was working to complete both items and would provide an update at the next meeting. Regarding the first “ongoing” action item, staff has been continuously sharing job openings with Employ Milwaukee and the Social Development Commission and is open to additional ways of working together. Regarding the second ongoing action item, Mr. Muhs provided information about the demographic background of candidates that applied for two recently filled positions and noted he would provide similar information at a future meeting for two currently open positions. He noted that significant effort is put into the process to advertise open positions and hire new staff. Staff seeks to increase diversity as much as possible and follows the Commission’s Affirmative Action Plan, which staff is willing to review with the EJTF at a future meeting. However, the diversity within the pool of candidates varies widely by position type and there is an overall lack of diversity in the urban planning and engineering professions. Mr. Muhs asked EJTF members for further ideas to attract candidates from a more diverse background, which generated the following discussion:

1. Ms. McNeely thanked Commission staff for providing the job candidate information and expressed concern that people of color in the City of Milwaukee are generally being excluded from the abundant employment opportunities currently available across Southeastern Wisconsin. She asserted that it is important to address education issues and develop a pipeline for talent, but that takes time and only delays achieving employment equity, so organizations need to be aggressive and vigilant and must encourage their partners to do the same.

[Secretary’s Note: Following the meeting, Ms. McNeely provided information on the demographics and educational attainment associated with jobs located in the City of Milwaukee (see Attachment 1 to these minutes).]

2. Ms. Payne noted that Commission staff has reached out to its nine community partners regarding the current position opening for a Public Involvement and Outreach Specialist, which has resulted in promising candidates. Mr. Muhs indicated that staff would continue to reach out to its community partners when posting open positions.
3. Ms. Adams asked if the Commission offers internships. Mr. Muhs responded that it does and has hired several people of color to full-time positions through that program.
4. Ms. Schellinger noted that it is becoming more difficult to find a decent job with just a Bachelor's Degree and asked whether the two recently closed positions required a Bachelor's Degree or higher. Mr. Muhs responded that they did. Ms. Schellinger asked how staff reaches out to students, stressing the importance of keeping graduates in the Region, meeting the students where they are, and being passionate and proactive about outreach to students. Mr. Muhs responded that staff conducts robust outreach to university-level students, including teaching a planning course for engineering students at Marquette University and regularly guest lecturing for planning- and water resources-related courses at UW-Milwaukee. Staff is also involved in efforts to increase the diversity of candidates in the planning and engineering professions, including collaborations with the Equity and Diversity Task Force recently created by the American Planning Association Wisconsin Chapter. Ms. Payne noted that staff has also attended the UWM School of Freshwater Sciences Career Day for the past three years, which has been a unique and productive way to reach potential candidates for water-related positions.
5. Ms. Brown-Martin described how she was introduced to the planning profession as an example for how the Commission could try to engage students. Her first supervisor at the Wisconsin Department of Transportation volunteered to guest speak at university courses and made herself available on campus for anyone interested in learning about the planning career path. These techniques led to the hiring of 18 planners, three of whom were black.
6. Ms. McNeely noted that corporations have similar challenges identifying qualified candidates with diverse backgrounds and may be a source for best practices. She also encouraged staff to increase the Commission's presence in the community and perhaps incentivize existing staff to recruit unique and diverse talent.
7. Ms. Schellinger noted that EJTF members are also obligated to provide recommendations for improving the diversity of candidates and suggested keeping this topic on future agendas. Mr. Nelson said he appreciated the Commission staff's transparency on this issue and that understanding the challenges staff faces is helpful as EJTF members share Commission job openings with potential candidates.
8. Ms. Rotker suggested attempting to determine the reasons individuals did not accept open positions, such as salary or office location. Mr. Muhs responded that staff would consider how this could be done, but that it can be difficult to identify the specific reasons that a candidate did not accept a position.
9. Ms. McNeely stated that the NAACP has been studying the issue of workforce bullying, which has particularly impacted minority professionals in the Milwaukee area. She noted that the NAACP's recommendations could be useful to Commission staff and the EJTF.

[Secretary's Note: Following the meeting, Ms. McNeely provided information on the Waukesha NAACP's Campaign for Healthy (Respectful) Workplaces in Greater Milwaukee (see Attachment 2 to these minutes).]

10. Ms. Schellinger noted that STEM schools could be good candidates for outreach to younger students and perhaps Commission staff could go to elementary, middle, and/or high schools to talk to students about the planning career path. Mr. Muhs indicated that staff is looking to enhance outreach to younger students. Ms. McNeely asserted that it is important to engage children in their early years. Ms. Schellinger also highlighted the need to find fun and exciting ways to engage younger people.

Mr. Muhs thanked the EJTF members for their suggestions and indicated that staff would include another discussion on the composition of candidates for open Commission positions on the next meeting agenda, along with a review of the Commission's Affirmative Action Plan. Mr. McKay noted that Commission staff would also update the action item list prior to the next EJTF meeting.

APPROVAL OF THE SEPTEMBER 13, 2018, AND DECEMBER 18, 2018, MEETING MINUTES

Mr. Nelson noted that a quorum of EJTF members was now present and asked if there were any questions or comments on the September 13, 2018, or December 18, 2018, meeting minutes. There were none. He then asked for a motion to approve the meeting minutes. Ms. Schellinger moved, and Ms. McNeely seconded, the approval of the September 13, 2018, and December 18, 2018, meeting minutes. The motion was approved unanimously.

DISCUSSION OF A FUTURE PANEL FEATURING CITY PLANNERS

Mr. McKay indicated that Ms. Schellinger had suggested a future EJTF meeting include a panel of city planners from Southeastern Wisconsin. Ms. Schellinger said that her suggestion stemmed from her experience working on a project in the City of Franklin and that the outcome was dependent on the local decision-making process. Noting concerns among EJTF members in the past about the lack of implementation of some of the Commission's recommendations, she had suggested staff organize a panel that would allow EJTF members to speak directly with local planners about the process involved in considering implementation of Commission recommendations. Mr. McKay indicated staff would work with Ms. Schellinger to refine the panel concept and present it at a future EJTF meeting.

UPDATE ON FOXCONN MANUFACTURING DEVELOPMENT

Mr. Muhs indicated that an EJTF member had requested an update on the Foxconn manufacturing campus, but noted that Commission involvement related to Foxconn has declined since preparation of the VISION 2050 amendment related to Foxconn. He stated that Foxconn is going through the general permitting process for a Generation 6 fabrication plant and that a permit for foundation work is taking some time due to the sensitivity of the screen fabrication process. General construction contracts for the site are starting to be let with more expected in the coming months. He noted that Commission staff did recently prepare analyses for both the Des Plaines River and Pike River watersheds related to the impact of planned stormwater runoff from the Foxconn development. Both analyses determined that the Foxconn development as currently planned is unlikely to result in additional stormwater impacts. Mr. Muhs noted that the impact could be affected by changes in the climate and the frequency of heavy storms, although

this uncertainty applies to all development in the Region and is not unique to Foxconn. Mr. Muhs' update generated the following discussion:

1. Ms. McNeely asked whether Foxconn scaling back its planned development would impact the Commission's stormwater runoff analyses. Mr. Muhs responded that if Foxconn does not build the entire campus as planned, the result would be that less stormwater infrastructure would be needed. He noted that the infrastructure for the Foxconn development is being constructed in phases. Of the east-west roads, three are scheduled to be constructed by the end of 2019 and three by the end of 2020.
2. Mr. Muhs indicated that provision of transit service to the Foxconn area is still uncertain as those involved, particularly the City of Racine and Village of Mount Pleasant, are trying to ascertain what types of workers will be employed at Foxconn. He noted that the City recently obtained funding from the State's Volkswagen Transit Capital Assistance Grant Program to purchase electric buses and related infrastructure, which could be used to extend service to the Foxconn campus. However, the ability to expand service would be limited by the current lack of funding for transit operations. Ms. Rotker asked whether the level of funding for roads serving Foxconn has been compared to that of transit serving Foxconn and whether the benefits and impacts have been analyzed. Mr. Muhs responded that these comparisons and analyses were largely prepared as part of the VISION 2050 amendment related to Foxconn. He noted that the Wisconsin Department of Transportation (WisDOT) is using Federal funds for the I-94 North-South project, which has long been recommended in the regional transportation plan, and WisDOT is using State funding for surface arterial construction serving the Foxconn campus. He also pointed out that the State Legislature was able to obtain and provide funding for an additional travel lane on I-94 North-South, but has not obtained or provided funding for commuter rail in the Kenosha-Racine-Milwaukee corridor or other corridors near Foxconn.
3. Ms. Adams expressed concern about damage to vehicles due to construction on I-94 North-South. Mr. Martin indicated that vehicle damage caused by construction is typically the responsibility of the private contractor hired by WisDOT, not WisDOT itself. He noted that the WisDOT I-94 North-South project manager could direct them to who to contact and that his contact information should be listed on the WisDOT website. He and others encouraged anyone who incurs vehicle damage to file a police report. Mr. Nelson indicated that debris on the roadway is a safety issue and also noted safety concerns related to dump trucks entering traffic. Ms. Rotker suggested that individuals with vehicle damage could contact legal staff at WisDOT and/or alert local investigative reporters.
4. Ms. Brown-Martin asked how many applications were received by the State for funding under its recent Commute to Careers grant program. Mr. Muhs responded that the State awarded about \$5.1 million of the \$8 million made available under the program, which was created in 2018 essentially as an enhancement of the existing Wisconsin Employment Transportation Assistance Program (WETAP). He noted that in recent years, the requested amounts for WETAP grants have far exceeded the available WETAP funds. Reasons for the not awarding the full amount of Commute to Careers funding may have been that the short timeline discouraged some from applying and that it was not aligned with actual needs. Mr. Muhs noted that staff shared these concerns about the Commute to Careers program with Wisconsin Department of Workforce Development (DWD) and WisDOT staff should a similar program be considered in the future and

that Governor Evers proposed additional WETAP funding in his requested State budget. Mr. Nelson requested a list of the Commute to Careers grant recipients.

[Secretary's Note: Following the meeting, staff provided the official press release describing the Commute to Careers program, including the list of award recipients, to EJTF members (available [here](#)).]

UPDATE ON UWM CAUSIER LECTURE

Mr. Muhs indicated that this year's UW-Milwaukee Causier Lecture, which is hosted annually by the School of Architecture and Urban Planning, has been scheduled for October 22, 2019. As discussed at the previous EJTF meeting, the Commission joined a number of partners from UW-Milwaukee to bring professor John A. Powell to speak at the 2019 Causier Lecture and there may be an opportunity for EJTF members to meet separately with professor Powell during his time in Milwaukee. Responding to a question from Ms. Schellinger, Mr. Muhs stated that professor Powell is a very well-respected professor at UC-Berkeley and has conducted many years of research on race, ethnicity, social justice, and other issues. Ms. McNeely asked about the focus of professor Powell's lecture. Mr. Muhs responded that Dr. Kirk Harris, a UW-Milwaukee Department of Urban Planning faculty member, is working to identify the specific topic of the lecture, but it will likely involve the relationship between race and planning. Ms. McNeely suggested the lecture focus on race issues in Milwaukee and provide best practices from across the country related to addressing those issues.

[Secretary's Note: A bio for professor John A. Powell is available [here](#).]

PUBLIC INVOLVEMENT AND OUTREACH UPDATE

Ms. Payne reviewed the May 2019 Public Involvement and Outreach Report (see Attachment 3 to these minutes). She noted that it would be challenging for staff to achieve its outreach goals this year due to the recent loss of a key staff member. Ms. Payne's update generated the following discussion:

1. Ms. Adams asked whether staff would be participating in the 2019 League of United Latin American Citizens (LULAC) National Convention and Exposition in Milwaukee on July 10-13. Ms. Payne responded that staff would be participating in the Convention and has also been part of the Convention's planning committee.
2. In regards to the first bullet on the 2019 Report stating a goal of increasing the amount of time spent in each county by 2 to 5 percent, Mr. Nelson asked how much time Public Involvement and Outreach (PIO) staff has spent in each county in the past. Mr. Muhs responded that staff could provide this information from the Commission's annual reports.

[Secretary's Note: Attachment 4 to these minutes presents the outreach activities conducted in each county in 2017 and 2018.]

3. Mr. Nelson suggested attending the 2019 Veterans Celebration in Kenosha County, which will include an award for the Black Engineer of the Year and will provide a great networking opportunity for students and professionals.

4. Ms. Schellinger asked about outreach opportunities targeted toward women. Mr. Muhs responded that the Commission does engage organizations targeted toward women, with one example being the Women's Transportation Seminar (WTS), a professional development organization whose mission is the advancement of women in the transportation industry.
5. Ms. McNeely asked whether there is a budget for PIO attending events. Mr. Muhs responded that there is not a separate budget and that the goal is to achieve a balance between the cost of an event and the benefit of attending. Ms. McNeely asked if the process to receive approval for attending events should be streamlined. Mr. Muhs indicated that staff already has an efficient process in place. Ms. Payne noted that the process allows ample flexibility in attending events and that staff has a mutual understanding of the types of events that are appropriate to attend. Ms. Schellinger stressed the importance of providing enough funding for PIO because public outreach is important to ensuring equal justice.
6. In response to a question from Ms. Adams about presentations given by staff, Ms. Payne stated that she often connects the Commission's technical staff with presentation opportunities to interested groups. Mr. Muhs noted that staff is willing to present to any group at any time.

ADDITIONAL PUBLIC COMMENTS

Mr. Nelson asked if there were any public comments. There were no comments.

ANNOUNCEMENTS AND CORRESPONDENCE

The following announcements were made:

1. Ms. Schellinger indicated that an additional emphasis should be placed on the housing and transportation needs of seniors given the number of people with a limited income is growing. She suggested having a session on equal justice for seniors in minority communities, possibly for the next VISION 2050 update.
2. Ms. McNeely noted recent attention being given to problems occurring in the 53206 zip code and asked if the Commission could be a resource for people looking for information on the history of 53206. Mr. Muhs responded that the Commission could be a resource depending on the topic, or staff could direct individuals to the best resources.
3. Mr. Muhs noted that the food for the meeting was from a local restaurant and encouraged EJTF members to recommend local vendors for future meetings. EJTF members present indicated they enjoyed the food and Ms. Schellinger suggested considering different ethnic foods for future meetings.
4. Mr. Muhs stated that staff will continue to attempt to schedule future EJTF meetings in community settings, as previously requested by EJTF members. He asked whether EJTF members would be interested in holding meetings outside Milwaukee County. Ms. Schellinger expressed support for continuing to hold meetings in Milwaukee due to its central location. Ms. Adams agreed, but welcomed meetings in Racine and Kenosha Counties should meeting locations outside Milwaukee be considered in the future. Ms. McNeely also agreed with holding meetings in Milwaukee, noting that it can be more difficult to travel to other parts of the Region

during rush hour. Ms. Dunbar suggested locations outside Milwaukee could be considered if the subject matter specifically pertains to another part of the Region.

5. Mr. Muhs informed the EJTF members present that Ben McKay was named Deputy Director at the beginning of 2019 and that future communications from staff would likely come from Jennifer Sarnecki and Eric Lynde of the Commission staff.
6. Mr. Muhs noted that Rodney Prunty had notified the Commission staff that he accepted a new position as president and CEO of United Way of Central New Mexico and he will be unable to continue as a member of the EJTF. Staff has thanked Mr. Prunty for his service and is seeking new candidates to represent Racine County on the EJTF. Ms. Adams asked whether a policy has been established regarding removal of EJTF members based on attendance. Mr. Muhs noted that the background document guiding operations of the EJTF was discussed at the December 18, 2018, meeting. Staff will be working with the EJTF to update the document, which could include a policy on removal of members based on lack of attendance. Ms. McNeely asked how staff plans to address Willie Wade's membership on the EJTF in light of recent federal wire fraud charges against him and whether staff is looking for a new representative for the City of Milwaukee. Mr. Muhs responded that staff will follow the lead of his employer, Employ Milwaukee, and is exploring potential representatives for the City of Milwaukee should Mr. Wade be removed from the EJTF. Ms. Dunbar asked, should Mr. Wade leave the EJTF, if staff would be looking for representatives with experience in workforce development. Mr. Muhs responded that economic development and workforce development experience would be beneficial and that staff tries to fill vacancies so that EJTF members represent a diverse set of experiences and interests relevant to the Commission's work.
7. Ms. McNeely asked if the Commission will be involved in preparing the Region for the 2020 Democratic National Convention (DNC). Mr. Muhs responded that the Commission would be involved upon request if it relates to infrastructure, noting that staff has been contacted by the City of Milwaukee and Milwaukee County regarding potential infrastructure improvements and investments. Ms. McNeely stated that Milwaukee's North Side should not be neglected when considering improvements. Mr. Muhs agreed and Ms. Brown-Martin acknowledged that Milwaukee's North Side would be at the forefront of the discussions.
8. Ms. Dunbar asked about the 2020 U.S. Census and staff's opinion on the addition of a citizenship question. Mr. Muhs responded that the Commission has staff with expertise on Census data and constantly tracks the data. He indicated that staff's main concern is being able to access the most accurate data possible for planning purposes. Ms. Dunbar asked when data would be available. Mr. Muhs indicated that he believed 2020 Census data would be available around mid-2021, but staff tracking the Census may have a better sense of the timeline. Mr. Korb noted that staff also tracks and frequently utilizes U.S. Census Bureau American Community Survey (ACS) data, which is available on a yearly basis.

[Secretary's Note: For the 2020 Census, the U.S. Census Bureau must complete total population counts, used for reapportionment of congressional seats, by December 31, 2020. By March 31, 2021, the Census Bureau must provide certain data to states for redistricting purposes, which requires total population counts and also includes race and population ages 18 and older and may include housing units by occupancy status. Additional 2020

Census data will be released throughout the spring and summer of 2021, state by state as data are completed.]

9. Ms. Brown-Martin asked about the status of the Commission's next regional travel survey. Mr. Muhs responded that the previous WisDOT Secretary had not been very receptive to funding the survey, but staff had not yet discussed it with current WisDOT leadership. He noted that staff intends to streamline the survey and reduce costs using newer technologies than were readily available for the previous 2011 regional travel survey.

NEXT MEETING DATES

Mr. Muhs indicated that staff anticipates holding one more meeting prior to the October 22nd Causier Lecture, likely in late August or early September.

ADJOURNMENT

Mr. Nelson thanked those in attendance and attending by phone. He then asked for a motion to adjourn. Ms. McNeely moved, and Mr. White seconded the motion to adjourn. The motion was approved unanimously and the meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Eric D. Lynde
Recording Secretary

* * *

Attachment 1

Jobs/Work Demographics | City of Milwaukee (2015)

<u>Jobs by Worker Race</u>				
	All Places (Cities, CDPs, etc.)		Milwaukee city, WI (Partial)	
	Count	Share	Count	Share
White Alone	223,593	74.4%	223,593	74.4%
Black or African American Alone	61,376	20.4%	61,376	20.4%
American Indian or Alaska Native Alone	1,959	0.7%	1,959	0.7%
Asian Alone	9,326	3.1%	9,326	3.1%
Native Hawaiian or Other Pacific Islander Alone	234	0.1%	234	0.1%
Two or More Race Groups	4,028	1.3%	4,028	1.3%

<u>Jobs by Worker Ethnicity</u>				
	All Places (Cities, CDPs, etc.)		Milwaukee city, WI (Partial)	
	Count	Share	Count	Share
Not Hispanic or Latino	276,254	91.9%	276,254	91.9%
Hispanic or Latino	24,262	8.1%	24,262	8.1%

<u>Jobs by Worker Educational Attainment</u>				
	All Places (Cities, CDPs, etc.)		Milwaukee city, WI (Partial)	
	Count	Share	Count	Share
Less than high school	25,501	8.5%	25,501	8.5%
High school or equivalent, no college	64,085	21.3%	64,085	21.3%
Some college or Associate degree	75,872	25.2%	75,872	25.2%
Bachelor's degree or advanced degree	65,359	21.7%	65,359	21.7%

<u>Jobs by Worker Sex</u>				
	All Places (Cities, CDPs, etc.)		Milwaukee city, WI (Partial)	
	Count	Share	Count	Share
Male	144,231	48.0%	144,231	48.0%
Female	156,285	52.0%	156,285	52.0%

Source: [U.S. Census Bureau, OnTheMap Application and LEHD Origin-Destination Employment Statistics \(Beginning of Quarter Employment, 2nd Quarter of 2002-2015\)](#).

Attachment 2

CAMPAIGN FOR HEALTHY (RESPECTFUL) WORKPLACES IN GREATER MILWAUKEE WAUKESHA NAACP 2017

Issue/Concern: Members of national minority groups and women in southeastern Wisconsin often are subject to health-harming bullying treatment in the workplace. Also known as workplace bullying, it is common for these group to experience repeated, unreasonable intimidation, degradation, humiliation, or undermining in southeastern Wisconsin workspaces. Instead of receiving fulfillment from their work, minorities and women feel a sense of defenselessness and injustice that denies them dignity at work. Although anyone can be a target of a workplace bully, minorities and women are especially vulnerable to discriminatory treatment in southeastern Wisconsin.

Examples of bullying include:

- Unwarranted or invalid criticism
- Blame without factual justification
- Being treated differently than the rest of the work force - Regularly withholding essential information
- Exclusion or social isolation - Repeatedly and intentionally failing to invite someone to meetings that are essential to their job
- Comments that could ‘mentally’ hurt or isolate a person in the workplace
- Physical aggression
- Repeated incidents or a pattern of behavior that is intended to intimidate, offend, degrade or humiliate a person or group of people
- The assertion of power through aggression
- Conduct that is associated with other forms of harassment
- Excessive monitoring or micromanaging
- Being given unrealistic work deadlines

Impact: These experiences can trigger a host of stress-related health complications – hypertension, autoimmune disorders, depression, and anxiety are just a few. Consequences other than health complications include the disruption of the person’s job and career.

Solution: Promoting workplaces where all employees are treated fairly, difference is acknowledged and valued, communication is open and civil, conflict is addressed early and there is a culture of empowerment and cooperation.

Recommendation:

- Establish policies and procedures for reporting workplace incivility or bullying.
- Provide easy access to communication channels and support systems for reporting incivility and bullying - toll-free hotlines that employees can call to report instances of incivility or feeling targeted.
- Consider establishing a third-party ombudsman who will monitor and address complaints to ensure that there is a standard investigation process to evaluate every reported incident in order to mete out the instigators of bullying.
- Implement training on respectful communication protocols and the consequences of not adhering to them. This training should include information on how to prevent, recognize, and respond to incidents of incivility, aggression, and bullying in the workplaces.

Attachment 3



Public Involvement and Outreach EJTF Report May 2019

GOALS FOR 2019 PIO DIVISION

- Increase amount of time spent in each county by 2%-5%
- Increase contact made with SEWRPC partners
 - Community Partners – Four (4) times per year
 - Primary Organizations – Three (3) times per year
 - Top 100+ - Two (2) times per year
- Biannual update letters to partners
 - [Letters mailed in April 2019](#)
- Update annual reporting to reflect contact made with groups related to women, seniors, people with disabilities and veterans
 - [Sharing new reporting ideas with Executive Director for the 2018 annual report](#)
- Educational Outreach
 - [Youth Conservation Awareness Poster Contest](#)
- Internal educational outreach
 - [Brown Bag lunch in conjunction with the Special Projects Division](#)

1ST QUARTER CONTACTS

Outreach Activities for the Southeastern Wisconsin Regional Planning Commission: January to April 2019

Month	Community Partners	Primary Organizations
January	3	12
February	2	16
March	3	10
April	3	11
Total	11	49

Note: Contacts are based on meetings and activities that were held with individuals (one-on-one meetings), small group discussions, and meetings and activities sponsored by formal organizational entities.

Source: SEWRPC



Attachment 4

SEWRPC Outreach by County: 2017

Month	Hours Spent in Each County						
	Kenosha	Milwaukee	Ozaukee	Racine	Walworth	Washington	Waukesha
January	21.5	45.0	--	4.0	--	--	--
February	17.5	41.5	2.0	4.5	--	--	6.0
March	16.5	45.5	3.0	--	2.0	4.0	--
April	21.5	52.5	9.0	13.0	5.0	--	2.0
May	14.5	46.0	5.0	31.5	--	3.0	2.0
June	--	35.0	5.5	--	--	--	4.0
July	1.0	35.0	38.5	1.0	--	--	--
August	21.5	33.0	7.5	17.0	4.5	2.0	15.5
September	12.0	38.5	2.5	8.5	--	--	--
October	9.5	67.5	2.5	22.5	1.0	--	--
November	28.0	24.5	8.0	8.5	4.0	--	--
December	3.0	35.0	2.5	6.0	--	--	--
Annual Total	166.5	499.0	86.0	116.5	16.5	9.0	29.5

SEWRPC Outreach by County: 2018

Month	Hours Spent in Each County						
	Kenosha	Milwaukee	Ozaukee	Racine	Walworth	Washington	Waukesha
January	32.0	3.0	2.0	--	--	--	--
February	15.0	10.0	3.0	10.0	--	--	3.0
March	7.0	10.0	6.5	--	--	--	--
April	22.0	19.5	5.0	15.0	--	2.0	17.0
May	10.5	41.5	6.5	11.0	--	5.0	10.0
June	14.5	19.0	12.0	--	--	0.5	10.0
July	--	26.0	3.0	--	--	--	--
August	15.0	39.5	11.0	4.0	--	--	--
September	12.0	44.5	6.0	25.5	--	--	0.5
October	24.0	51.0	--	22.5	--	--	--
November	4.5	14.0	9.0	--	--	--	--
December	10.0	56.0	--	9.5	2.0	--	--
Annual Total	166.5	334.0	64.0	97.5	2.0	7.5	40.5