

Diversity & Inclusion Study needs employee feedback for success

A Diversity & Inclusion Study for Kent County Levy Court led by the professional consulting firm – IVY Planning Group LLC of Bethesda, MD kicked off in early June with an introductory meeting involving the department heads and the submission of prior diversity studies conducted in 2001 and 2009 along with various employee demographic reports.

The purpose of the study is to complete an independent analysis of Kent County's human resources processes and develop a comprehensive diversity and inclusion strategy that is consistent with the goals of the Levy Court resulting in development of an actionable written report.

One of the early steps of the process is the creation of employee focus groups using demographic information provided to IVY by the County. Soon, Kent County employees will receive an email or telephone call from IVY inviting participation in one or more of the focus groups. Employees are encouraged to respond to the invitation in order to achieve a credible cross section of the employee base. During the focus group meetings, employees will be asked a series of questions about diversity and inclusion which will be analyzed by IVY for the final report. Individual responses are confidential and will not be attributed by IVY.

Focus group interview meetings are tentatively scheduled for July 17 & 19. Employees may choose to participate via a telephone interview.

Per the D&I Study specifications, IVY will conduct an evaluation of Kent County's staff recruitment and selection process and policies; perform an internal workforce and job group analysis; evaluate personnel activity data and complete a progression analysis; complete an area demographics and workforce overview; conduct an availability factor computation using the OFCCP factor analysis; develop, document, and recommend representation goals; develop a detailed strategic plan of action and/or policies to meet those goals; provide training recommendations for staff; develop forms/processes necessary to track applicants, new hires, demotions, promotions, transfers and terminations; prepare a final report; and conduct meeting(s) with elected officials, department heads, managers and supervisors to review the recommended plan of action, discuss the commitments, and answer any questions.

IVY Planning Group has 28 years of experience with a proven track record of managing complex projects and maintaining high quality client relationships for large and small public sector and private sector organizations. IVY conducted a comprehensive diversity and inclusion study of the State of Delaware Executive Branch in 2016. IVY's co-founders have been named as Top 25 consultants by *Consulting* magazine, one of the top 500 woman-owned U.S. companies by DiversityBusiness.com, has testified by U.S. Congressional subcommittees, etc.

Your assistance with the important study is greatly appreciated.

(posted 06/29/18)