

## Office of Equity, Diversity and Inclusion: Looking Forward



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Estrada

From its beginnings in the civil rights movement to its evolution to Diversity, Inclusion and Engagement, Equal Employment Opportunity (EEO) remains the foundation upon which Diversity and Inclusion can be built. Implicit in this experience is the increasing awareness that Diversity goes beyond our race and gender, to include the Diversity of thought and perspective that accompanies our human identity. With the rebranding of the Office of Equity, Diversity and Inclusion, previously, Equal Employment Services, our mission is to ensure state agencies grow a diverse workforce and cultivate an inclusive work environment, where employees are fully engaged and empowered to deliver outstanding services. [More...](#)

## Workforce Management



**Civility in the Workplace:** Ensure that your employees receive training on this new policy as part of ongoing employee education in the important areas of equity, diversity and inclusion. This is only one of DHRM's mandatory training classes which are found on the [COVA Learning Center](#). View the [DHRM mandatory training list](#).

**General Assembly Bill Tracking:** View a [tracking chart](#) on the DHRM website of 2019 General Assembly legislation significant to HR.

**Talent Acquisition Resources**—Try these new tools for recruitment and talent development.

- **Handshake Job Aid:** Need to reach applicants for an entry level job opening? Try using Handshake! It's a college and university web based recruiting platform. Employers can post job openings to be available to students and alumni at one or multiple-specified colleges and universities.
- **Registered Apprenticeships** – Provided through the Department of Labor and Industry (DOLI), registered apprenticeship opportunities can serve as a talent pool creation and development option for agencies. In the past, these programs often were focused on trade roles. No more. Many types of roles may lend themselves well to apprenticeships, such as those in the medical, IT, and HR fields. Contact the Registered Apprenticeship team at DOLI for support and resources.

**Workforce Planning**— Use these tips for leadership transition planning and logging in to the [HR Admin Tool](#). If you have questions, [let us know](#).

- **Succession Planning:** Check out the new automated [Critical Roles Tool](#) for ease of use in Microsoft Excel. Use the new tool as you identify the workforce critical roles for your agency or institution.
- **Exit Survey:** You may want to simplify the login and passwords related to the survey. Remember, if you have an Exit Survey Reports login to access reports, then your login will be the same for the [HR Admin Tool](#). The permissions to utilize the HR Admin Tool will be granted. Also, be sure to use CHROME to play the [HR Admin Tool webinar](#).



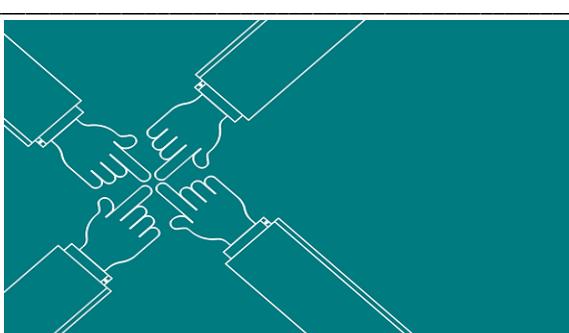
## Rewards

**Cybersecurity Loan Replacement Grant:** This financial incentive, administered by the State Council of Higher Education for Virginia (SCHEV) is now given during employment rather than as a scholarship when enrolled as a student. [See more](#).

**SmartShopper:** Look for a flyer soon encouraging COVA Care and COVA HDHP members to register for the [SmartShopper](#) incentive program and activate their account. The information will be mailed to employee addresses of record.

**Health Benefits Contracts:** While [intents to award](#) have been published on two components of the Health Benefits RFP, the remaining four components have not yet been awarded. Expect final contracts soon.

## Engagement



**Employee Recognition:** Unable to attend the Jan. 24 meeting on Enhancing Employee Engagement? View the [session recording](#).

**Celebrating Women Veterans:** The week of March 22 is Virginia Women Veterans Week. To recognize women veterans in the HR community, view [articles and photos](#) of three of our own—Michelle Claiborne and LaCora Hurte of DMA, and Melinda Raines of DSS. Also, a reminder to [register](#) for the Women Veterans Summit, to be held on May 16-17 in Hampton.



**Black History Month:** DHRM recognized the Black Migration Experience in February with two programs honoring the achievements and legacy of Virginia African Americans, from 1619 to the current time. You may want to consider similar programs this year, which is the 400th anniversary of the arrival of African Americans in Virginia.

**DHRM Branding:** We are taking steps to enhance our brand to offer better visibility, increased employee engagement, and improved recruitment and retention strategies. A social media strategy also should be finalized soon to streamline our presence and posting frequency. Stay tuned!



## HR Technology

**Cardinal HCM Update:** Conducting an in-depth reporting analysis. Building out the system requirements. Starting configuration tests. That's how the Cardinal team is working diligently to keep the project on schedule. If you have any questions about the status of the project, please reach out to your assigned [agency AHRS consultant](#).

**Health Benefits Open Enrollment:** The dates are May 1-15 for Open Enrollment for health plans and flexible spending accounts this year. More details coming as soon as available.

## Coming Soon...

**Mini-App:** Imagine a streamlined state application process compatible with mobile phones. Is it a dream or reality? Find out soon!

## On the Drawing Board...

**Virginia Public Service Week:** Put the week of May 5 on your calendar. Start thinking of exciting events to offer employees to celebrate their commitment to state government service. The time for creativity is now!

## Comings and Goings...



**Employment Dispute Resolution:** Congratulations to **Patrick King**, who is the new hearing programs director for Employment Dispute Resolution. Patrick formerly served for three years as workplace training director. **Brooke Henderson**, who previously held the hearing programs director position, has left DHRM for an excellent opportunity at VDOT.