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# DIVERSITY \* EQUITY \* INCLUSION \* ACCESSIBILITY (DEI&A)

WORK PLAN

MAY 2023





- **The AEC is a public assembly facility open and available to all event clients, attendees, exhibitors, contractors, full and part-time staff, regardless of the nature of their activity, age, race, gender, gender-identity, national origin, ethnicity, culture, religion, sexual orientation, political affiliations, place of residence, veteran status, physical ability, cognitive capacity, socio-economic status, family or marital status.**



## NEW ERA OF LEADERSHIP AND WAYS OF CONDUCTING BUSINESS

### AEC Organizational Status

- Nearly 50% of the staff has less than one year in position
- Undergoing a rebuilding process
- Re-evaluating & re-writing policies and procedures
- The previous DEI plan on hold since the Spring of 2021
- Business Plan: forthcoming and staff driven
  - With a NEW Diversity, Equity, Inclusion and Accessibility Initiative for our staff, clients, exhibitors, attendees and contractors



### Team Expectations

- Deliver inclusive connections between promoters, guest, exhibitors, staff
- Provide life-long learning opportunities supporting the dimensions of diversity
- Ensure and advocate for organizational policies and procedures while building insight and understanding of these topics

### Updated Diversity, Equity, Inclusion and Accessibility Plan

- Obtain staff input in order to progress plan
- Employee Engagement Committee to listen to staff needs across the organization



## STAFF AND LEADERSHIP DEVELOPMENT

- Reestablish programming, training opportunities and experiences to support team development. Staff training at all levels of the organization
- Listen, learn, and engage neighbors, stake holders, guests and team members on racial equality and social justice issues
- Deploy monthly online learning activities for all staff to continue to expand knowledge and understanding importance of Diversity, Equity, Inclusion and Accessibility topics
- Schedule team members from all functional areas to attend executional programming opportunities at Wright Middle School, Briarpatch, Franklin Elementary, Boys and Girls Clubs, City of Madison Core Program and Big Brothers/Big Sisters
- Since we are customer-driven, service-orientated organization, incorporate training elements that support our diversity, equity, inclusion and accessibility initiative
- Encourage contracted services to train staff in DEI&A initiatives to better serve our diverse audience
- Participate at AEC Job Fairs to recruit staff at the LTE and FTE levels



## PROGRAM AND INNOVATIONS & INITIATIVES

### Accessibly and Collaboration

- Expand internship and job shadowing experiences
- Collaborate with underrepresented community stakeholders and event promoters that could possibly use funding mechanisms available within and outside the AEC
- Project to create campus-wide wayfinding signage inside and outside buildings breaking down language barriers
- Adult changing table feasibility study – budgeted for 2023
- Within venue master plan process, consider non-gendered restrooms, family restrooms, sensory rooms, and permanent nursing mothers' stations, etc.
- Expand ADA parking, improve ride share and access for transit vehicles
- Create a community accessibility committee to meet periodically to guide our programming and construction improvements



## PROGRAM INNOVATIONS & INITIATIVES (CONTINUED)

- Work to establish a partnership with groups such as Centro Hispano, Latino Academy and/or Urban League to create mentorship and workforce development opportunities
- Outreach to various community organizations to support disadvantaged individuals for recruitment, mentoring and hiring
- Write job descriptions that allow for greater flexibility to applicants removing barriers to work performance
- Continue to diversify recruitment and interview panels
- Partner with Destination Madison with their initiative to attract DEI events to City of Madison

## CONCLUSION



- **Through our organization’s efforts and commitment to writing and instituting a new Diversity, Equity, Inclusion and Accessibility plan in 2023, our team will actively participate and monitor such in the months and years that follow. The plan and course of action we take will have a positive impact on AEC clients, attendees, exhibitors and staff as a whole.**