

Telework Transformation

Technology Equity and Inclusion

This initiative summary helps ensure that members of this initiative team, Telework Transformation Core Team and Steering Committee, and other initiative teams mutually understand the initiative. It describes three to twelve weeks of work.

1. Describe the initiative.

This initiative will help WSDOT continuously improve equity and inclusion in telework through improving technology and online meeting practices with a focus on employees with special needs.

2. What are some key questions this team will answer?

- What technology barriers and opportunities might we address to enhance productivity and job satisfaction for employees with disabilities? Online meeting practices?
- Which barriers and opportunities should we attempt to address first? Which might wait for future phases of work?

3. What deliverables will this team produce?

- An employee engagement report summarizing information about the current state of technology and online meeting practices for employees with disabilities and key barriers and opportunities.
- Summary of industry best practices and opportunities.
- A prioritized list of barriers and opportunities.
- Recommendations for next steps for consideration by core team and future subcommittees.

4. Who will use the deliverables this team creates?

- WSDOT Office of Equal Opportunity, Human Resources, Information Technology
- Telework Transformation initiative teams, future and current
- Telework Transformation Core Team
- Telework Transformation Steering Committee
- WSDOT DAGs

5. What month do you think this initiative will complete these deliverables?

April 2021

6. (Optional) What is outside the scope of this initiative?

- Implementing solutions (future phase).
- Investigating specific WSDOT technology (future phase).

7. Who will serve as project manager?

?

8. Who else will be on this team? Or who is needed for this team?

- WSDOT's ADA Compliance Manger
- One Diversity Advisory Group (DAG) representative from each region

Telework Transformation

9. Who will you engage?

- Employees with disabilities
- The Disability Inclusion Network (DIN) state employee business resource group (BRG)
- WSDOT DAG representatives from around the state
- Human Resources and Information Technology staff
- Telework Transformation initiative teams
- Telework Transformation Core Team and Steering Committee