

Diversity, Opportunity and Inclusion

2023 Annual Report

AGENCY: Commonwealth’s Attorneys’ Services Council (CASC – 00957)

YEAR: 2023

2023 ACCOMPLISHMENTS

Plan Goal 1: Access & Success

- CASC has a staff of 6 FTE’s and 1 P14.
- CASC had no job vacancies in 2023; no interviewing or hiring took place

Plan Goal 2: Welcoming & Respectful Culture

- No new employees were onboarded.
- Only 2 FTE’s work in the office; the rest are fulltime telecommuters.
- CASC employees all completed anonymous employment surveys, none of which disclosed any dissatisfaction with work culture, interoffice communication, or the agency complaint process.
- CASC holds an annual staff retreat in which there is open communication and opportunity to express any concerns.

Plan Goal 3: State Agency DOI Infrastructure & Training

- CASC is too small to have a human resources department.
- CASC is in the business of providing statewide mandatory continuing legal education training for Virginia’s prosecutors. CASC staff attorneys have access to all training events. CASC management and leadership training topics include best practices for addressing racial inequity, LGBTQ issues, support for employees with disabilities, and creating a culture of wellness in the office. CASC has also provided training on identifying and confronting implicit bias. In 2023 CASC offered “Lessons from the Holocaust”, a 3-hour intensive training program developed by the Holocaust Museum in Washington DC in conjunction with law enforcement.

2024 AGENCY DOI GOALS

Agency Goal 1

In the event of a vacancy in the agency, increase access to diverse populations for recruiting.

Agency Goal 2

Maintain a healthy, welcoming, and respectful culture within the agency.

Agency Goal 3

Provide high quality training and career development for agency staff.