



Janet L. Lawson
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The Honorable Glenn Youngkin, Governor of Virginia
The Honorable Luke E Torian, Chairman, House Appropriations Committee
The Honorable L. Louise Lucas, Chair, Senate Finance and Appropriations Committee

Subject: Annual Report

Pursuant to Section 2.2-602, paragraph 10, of the *Code of Virginia*, the attached annual report is submitted by the Department of Human Resource Management (DHRM) which assesses the impact of the agency's strategic diversity, equity and inclusion plan on the populations served and on the agency's workforce and budget during fiscal year 2025.

Please contact me if there are any questions.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Janet L. Lawson".

Janet L. Lawson
Director

cc: The Honorable Martin Brown, Chief Diversity, Opportunity, and Inclusion Officer
The Honorable Margaret "Lyn" McDermid, Secretary of Administration



Diversity, Opportunity, and Inclusion Annual Report

Agency: DHRM Year: 2025

2024 Accomplishments

Plan Goal 1: Access and Success

Objective 1:

- Continued to promote the Alternative Hiring Process (AHP) for applicants with disabilities, and tracked the applications and hires of those who utilized the AHP and those who identified as veterans.

Objective 2:

- Established new EEO compliance process and enhanced reporting through vendor to ensure more transparent, accurate, and expedited agency compliance reporting.

Plan Goal 2: Welcoming & Respectful Culture

Objective 1:

- Provided an in-depth review of the *Civility in the Workplace* Policy 2.35 to 400+ state HR professionals at the 2024 DHRM HR Conference, and provided additional training to agencies throughout the year upon request.

Objective 2:

- Provided training and consultations with agencies to enhance internal discrimination complaint reporting and to establish effective investigation processes.

Plan Goal 3: State Agency DOI Infrastructure and Training

Objective 1:

- Held 2nd and 3rd cohort of the Commonwealth Leadership Academy in collaboration with VCU's Wilder School of Business to enhance state employees in agency leadership positions.
- Launched the Commonwealth Mentorship Program pilot to provide a mentorship opportunity to state employees. Pilot cohort size was 17 mentor-mentee pairs.
- Designed and implemented a new electronic performance management system in PageUp, introducing a performance structure focused on a competency-performance objective model that enhanced performance accountability and employee development.





2025 Agency DOI
Goals

DHRM Goal 1

Coordinate the complete roll-out of the EEO Compliance Re-Imagined process with the first two rounds of compliance data. This will ensure agencies are collecting metrics related to personnel actions including hiring, terminations, promotions, pay actions, etc. DHRM will provide consultative support to agencies in interpreting data and addressing inconsistencies and opportunities for improvement discovered from data.

DHRM Goal 2

Update, publish and make mandatory training on anti-discrimination laws, bias and inclusive hiring for all positions involved in the recruitment, selection and hiring process.

DHRM Goal 3

Develop a policy guide and updated training for the *Civility in the Workplace* Policy 2.35 to support agencies in understanding the policy, conducting effective investigations, and supporting complainants and agencies.

DHRM Goal 4

Implement the 2nd Cohort of the Commonwealth Mentorship Program and increase the size of mentor-mentee pairings to 40 to provide more access to state employees for mentorship and career growth.

DHRM Goal 5

Implement the 4th Cohort of the Commonwealth Leadership Academy to increase access to professional development in executive level state employee positions.

