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DEPARTMENT *of* ELECTIONS

2024 Diversity, Opportunity & Inclusion Annual Report Agency 132 – Department of Elections

2024 Accomplishments

Identify 2024 accomplishments in support of goals & objectives which provide opportunities that support the COVA DOI plan. This report will be submitted to the Governor.

Plan Goal 1: Access & Success

- Objective 1 – All hiring panels included members of diverse backgrounds and perspectives.
- Objective 2 – All job postings were shared internally with employees and contractors, as well as posted outside of jobs.virginia.gov via the Election Center site. The Agency also utilized the Richmond Times Dispatch for their print and electronic job boards for positions that were difficult to recruit.
- Objective 2 – There was a balanced mix of new hires for 2024.
- Objective 3 – There was continued promotion of training and professional growth opportunities for staff at all levels. Training paid for by the Agency was taken by employees across all business units of diverse backgrounds.

Plan Goal 2: Welcoming & Respectful Culture

- Objective 1 – Continued to enforce zero tolerance policy on discrimination.
- Objective 2 – Provided employees with necessary accommodations to be successful.
- Objective 3 – Sets forth clear expectations regarding interactions and compliance with DHRM Policy 2.35 Civility in the Workplace Policy.

Plan Goal 3: State Agency DOI Infrastructure & Training

- Ensured all staff has access to LinkedIn Learning and other online training opportunities.
- The Agency's Diversity, Opportunity and Inclusion Plan (2024-2026) was included in the agency Strategic Plan – "ELECT (the Agency) will take action to continuously progress toward fostering a fully inclusive and equitable environment both internally and externally."
- Objective 2 – Employees are aware that DOI responsibilities are assigned to the HR Liaison, who serves as the Agency's Diversity Officer.
- Objective 3 – The Agency's policies and procedures are continuously being reviewed throughout the year to identify opportunities to further organizational excellence.



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2025 Agency DOI Goals

Align agency specific goals and objectives with COVA DOI Plan goals and objectives. These goals will be the foundation for the 2025 agency report to the Governor.

- Agency Plan Goal 1 - Access & Success
 - Continue to have diverse hiring panels.
- Agency Plan Goal 2 – Welcoming & Respectful Culture
 - Continue DOI training and enforce zero tolerance policy on discrimination
 - Ensure all new hires are introduced to the agency and encourage staff to introduce themselves and make them feel welcomed.
 - Continue agency employee appreciation events throughout the year that offer something for everyone.
- Agency Goal 3 – State Agency DOI Infrastructure & Training
 - Highlight specific DOI training for all staff.
 - A current employee is working on their ADA Certification, which will be a great resource for the Agency and our localities.