

Draft High Level Implementation Plan

Recommendation Number	Recommendation Description	Lead	Effort Level	Approx. Time to Complete
1	Develop requirements and select platform to implement an online application to create and review affirmative action plans.	CHRO/BITS	High	TBD
2	Develop CHRO-approved templates for plan development and finalize with EEO Officers.	CHRO/OPM	Medium	3 months
3	Finalize STARS queries to extract plan data and make reports accessible.	OPM	Medium	3 months
4	Determine strategy and language to encourage employees to update demographic information to improve Core-CT data quality.	DAS	High	TBD
5	Provide resources for EEO Officers on the CHRO website and develop additional training materials.	CHRO	Medium	24 months
6	Develop online resources to improve access to standard census data.	CT Data Collaborative	Medium	6 months
7	Ensure EEO Officers have access to applicant data for goals analysis.	DAS	High	TBD
8	Convene work group to ensure consistent demographic categories across Connecticut data systems.	CHRO/DAS/OSC	Medium	TBD
9	Plan to re-evaluate reporting and plan correction timelines after automating the process.	CHRO	Medium	12 months (after completion of 1 - 4)
10	Plan to re-evaluate increasing the threshold for availability analysis to reduce agency burden.	CHRO	Medium	24 months