



Office of Education Through Employment Pathways  
Public Stakeholder Advisory Board Meeting Minutes

The third meeting for the Office of Education Through Employment Pathways (ETEP) Public Stakeholder Advisory Board was held on Thursday, March 6th at 6:00 pm in person at the Downtown Martin Luther King Jr. Library.

I. The following ETEP staff were present:

- Executive Director, Monica Dodge
- Policy and Engagement Specialist, Jade Chandler
- IT Director, Seth Shapiro
- Data Governance Manager, Aimee McLaughlin

II. The following Public Stakeholder Advisory Board Members were in attendance:

- Christina Sessoms
- Aliscia Gerken
- Julia Hellmich
- Bill Tucker
- Marion Babcock
- Patricia Williams
- Jessica Giles

III. Overview and introductions

- Director Dodge provided welcoming remarks to the group and an overview of goals for the discussion, which included:
  - i. Sharing ETEP's progress on gathering community input based on the board's feedback.
  - ii. Getting additional input from the board on strategies to present insights through upcoming dashboard project.
- The group then followed through with introductions.

IV. Tracking ETEP progress

- Jade transitioned the group to review the progress the team has made since the board last met in October. Major highlights that were flagged included:
  - i. ETEP expanded staff capacity to onboard their Data Governance Manager, Aimee, who is playing a critical role in facilitating the development of data governance policies and protocols.
  - ii. Highlighting research projects underway, including completing the DC Alumni Early Career Outcomes Survey and developing a brief series focused on insights.

V. Overview of upcoming citywide dashboards

- Monica provided an overview of the proposed content for ETEP dashboards, including:
  - i. Examining median wages among alumni who engaged in CTE
  - ii. Median wages among alumni by industry
  - iii. Top industries of employment

- iv. Education and wage outcomes for youth in foster care.
  - The group was then divided to engage in small group discussions examining wireframes for potential ways to represent outcomes.
- VI. Discussion and feedback on public resources
  - Board members shared the following suggestions to consider as the ETEP plans to share findings in upcoming dashboards:
    - i. Simpler is generally better so that the information can lend itself to a wide range of audience members regardless of data literacy levels.
    - ii. Specifically, board members indicated a desire for separate visualizations focused on one topic, rather than attempting to uncover multiple insights using one visual. For instance, it would be better to show singular bars with filters rather than attempting to stack them.
    - iii. To support audiences in interpreting the information, board members expressed a need for footnotes wherever possible along with definitions of key terms.
    - iv. Leverage social media platforms and infographics to highlight key statistics and insights.
    - v. Pair materials with questionnaires or video explanations to facilitate understanding of how to maximize information.