

**TO:** Connecticut Commission on Human Rights and Opportunities (CHRO)  
**FROM:** Faulkner Consulting Group  
**SUBJECT:** Equity Study Progress Report  
**DATE:** January 30, 2023



This Equity Study update is provided to the Client Agency, CHRO, in accordance with the Equity Study contract which states, “No later than February 1, 2023, Contractor shall provide the Client Agency with a progress report as approved by the Client Agency, including but not limited to a one-page update on the timing, implementation and progress of the equity study.”

## Progress of the Equity Study

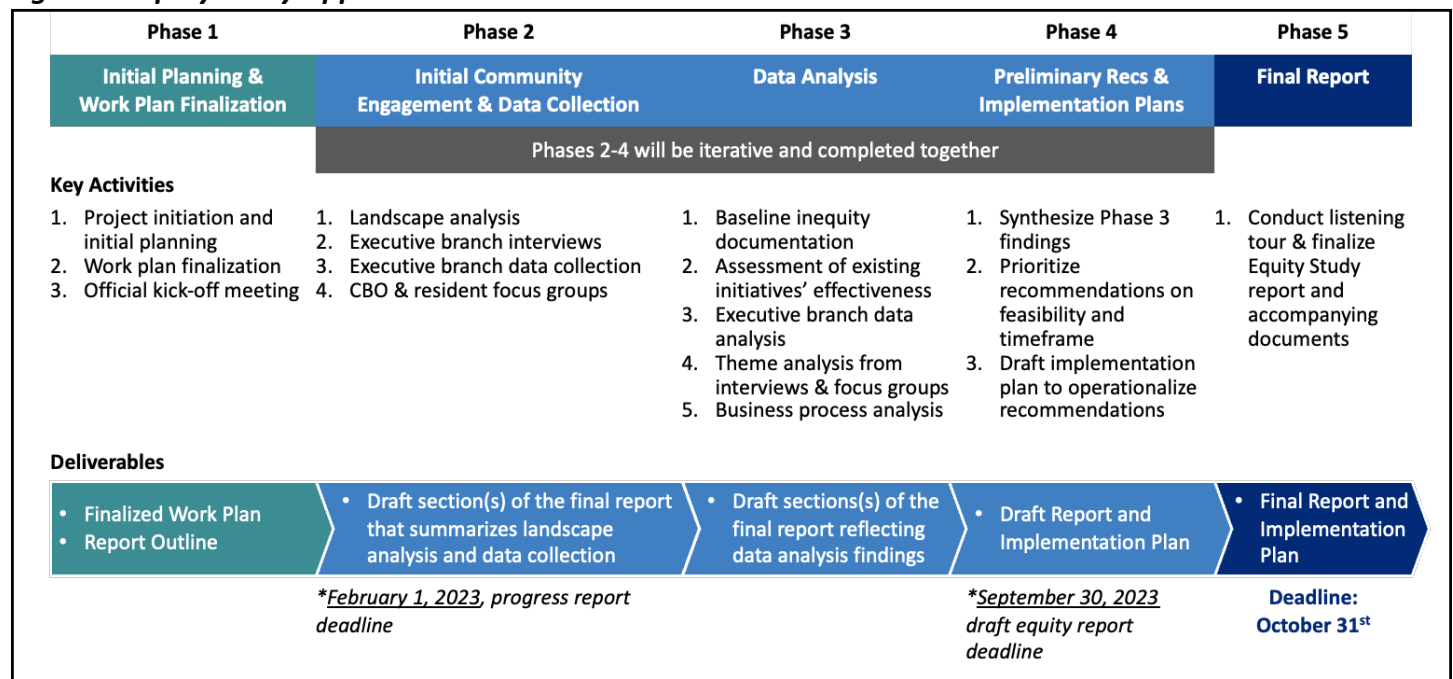
Work on the Equity Study began on December 5, 2022 and is currently on track to meet a final report deadline of October 31, 2023. Initial planning and work plan finalization has been completed and resulted in the establishment of a weekly working group that includes members of the CHRO team, FCG, and DAS and OPM participants as needed. An official kick-off meeting took place on January 5<sup>th</sup> with CHRO leadership and representatives from DAS and OPM present. In addition to the completion of Phase 1 (Initial Planning and Work Plan Finalization), at the time of this report, several milestones (Landscape Analysis, Executive Branch Interviews) are underway. Additionally, efforts to communicate to the public about this study are in progress, including public information meetings and the launch of a public-facing Equity Study website.

Phase 2 of work is currently the team’s focus, (see Figure 1) with key data collection tools and documents currently in development and coordination with the 23 participating executive branch agencies underway.

## Timing & Implementation

The Equity Study began on December 5, 2022, and it is currently expected to conclude on October 31, 2023. The attached work plan provides timing updates, including dates of key project milestones, in greater detail.

**Figure 1. Equity Study Approach and Timeline**



## Equity Study Work Plan



Key Milestones	Target	Target	Month	1	2	3	4	5	6	7	8	9	10	11	Contract References	
	Start Date	End Date	Status	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Exhibit A	Exhibit B
<b>1.0: Initial Planning and Work Plan Finalization</b>	<b>12/5/22</b>	<b>1/31/23</b>	<b>Complete</b>												3111A	1
Project Initiation & Virtual Project Status Meetings	12/5/22	1/19/23	Complete													1.1
Initial Planning and Work Plan Finalization	12/5/22	1/31/22	Complete													1.2
<b>2.0 Initial Community Engagement and Data Collection</b>	<b>12/5/23</b>	<b>6/30/23</b>	<b>In Progress</b>												3111B	2
Public Information Meetings	12/5/22	2/28/23	In Progress												3111Biii & 3111Biiic	
Landscape Analysis	12/5/22	2/28/23	In Progress													2.1
Executive Branch Interviews	12/5/22	6/30/23	In Progress													2.2
Executive Branch Data Collection	2/1/23	6/30/23	Upcoming													2.2
CBO Focus Groups	3/1/23	6/30/23	Upcoming												3111Biiib	2.3
CT Resident Focus Groups	3/1/23	6/30/23	Upcoming												3111Biiib	2.4
<b>3.0 Data Analysis</b>	<b>3/1/23</b>	<b>6/30/23</b>	<b>Upcoming</b>												3111C	3
Analyze publicly available data to document baseline inequities	3/1/23	6/30/23	Upcoming												3111Ci	3.1
Business Process Analysis	5/1/23	6/30/23	Upcoming												3111Ci	3.2
<b>4.0: Preliminary Recommendations and Preliminary Implementation Plans</b>	<b>7/1/23</b>	<b>7/31/23</b>	<b>Upcoming</b>												3111D	4
Synthesize Phase 3 Findings	7/1/23	7/31/23	Upcoming												3111Di	4.1
<b>5.0: Produce Final Equity Report and Implementation Plan and Perform Listening Tour</b>	<b>8/1/23</b>	<b>10/31/23</b>	<b>Upcoming</b>												3111E	5
Listening Tour	8/1/23	10/9/23	Upcoming													5.1
Submit Final Report & Implementation Plan to Agency	10/31/23	10/31/23	Upcoming													5.2