

MINUTES  
CULTIVATING CULTURES COMMITTEE  
(EQUITY AND INCLUSION ADVISORY COMMITTEE)  
Meeting of July 12, 2023  
TEAMS Meeting

**Members**

Leslie Busby-Amegashie - Veterans Benefits/Grants – Present  
Ilona Grawvunder - Veterans Homes – Present  
Kevin Hampton - Veterans Museum - Absent  
Kristy Hartke - Veterans Benefits/Cemeteries - Present  
Russ Horton - Veterans Museum – Present  
Jeff Hughes – Veterans Benefits/Cemeteries - Present  
Debbie Meye – Veterans Benefits/Health Services - Present  
Patrick Meyer - Veterans Homes - Present  
Chandler Miller – Veterans Benefits/Health Services - Present  
Shannon Miller - Public Affairs – Present  
Justine Moffat – Enterprise Services - Present  
Matt Niehaus - Enterprise Services – Present  
Jamie Petersen-Johnson – Veterans Homes - Present  
Seth Reynolds – Veterans Benefits/Health Services - Excused  
Tardiness  
Kris Ward – Enterprise Services - Present  
Racheal Harris – Human Resources – Non-Voting - Present  
Angela Zilliox - Human Resources – Non-Voting –Absent  
Victoria Simonson - Human Resources – Non-Voting - Present

**Others Present (not all inclusive)**

No public participants

**WDVA Present**

Chad Koplien

Total Voting Membership present: ??  
Total Attendees: 17

Total Voting Membership: 15  
Necessary for Quorum: 7

1. Call to order, roll call

The meeting of the Cultivating Cultures Committee – Equity and Inclusion Advisory Committee was called to order by Shannon Miller at 2:02 PM. Roll was called and a quorum was present.

2. Certification of notice of meeting

The meeting was notified as being properly noticed through the Wisconsin State Journal city desk submission, Wisconsin's Public Meetings Notice website, and WDVA's website.

3. Adoption of April 19, 2023 Meeting Minutes:

Matt circulated the April 19, 2023 meeting minutes via email. No discussion was had pertinent to the minutes.

Motion to adopt: Jeff Hughes

Seconded: Kristy Hartke

Motion passed by unanimous vote.

4. Subcommittee chair reports:

*Diversity:* Leslie joined the call. Leslie and Shannon reported the cookbook submission is coming along.

*Appreciation:* Matt reported that the committee will be having a meeting once team members are determined. An update to the Catch a Coworker will be discussed at the next meeting.

*Involvement and Input:* Shannon reported she is taking over the subcommittee on Patrick Meyer's behalf.

*Morale and Fun:* Shannon reported that we will be sending something out in August for end of summer photos to create an animated summer collage.

*Wellness:* Victoria reported we are working on getting three lunch and learn presentation set up on healthy eating, stress, and mental health. We are planning ahead for flu season and getting flu clinics set up. Committee recruitment efforts are ongoing.

5. Old Business:

*ENI Plan:* Meetings are underway for the subcommittees. Shannon encouraged staff to reach out to herself, Leslie, or Matt for assistance if they need any. Matt Niehaus has set up a SharePoint site for the E&I plan. If you can't access it, please let him know.

6. New Business:

Chandler Miller joined the call.

7. Public Input:

None

8. Future Agenda items:

Leslie reminded everyone that the rough draft of the E&I plan will be due by September 30<sup>th</sup>, which is before our next meeting.

Shannon has requested an agenda item in the future for E&I Committee Findings Review

9. Adjournment

Shannon Miller thanked everyone for meeting. Matt Niehaus noted that the next meeting is on October 4, 2023.

Ilona Grawvunder, seconded by Patrick Meyer, moved to adjourn the meeting at 2:26 PM. Motion carried on a unanimous vote.

Shannon Miller, Chair