# MINUTES EQUITY AND INCLUSION ADVISORY COMMITTEE Meeting of January 22, 2025

Meeting of January 22, 20 TEAMS Meeting

#### **Members**

### **Others Present (not all inclusive)**

Alexis Madson - Present

Melissa Becker – Absent

Lane Dombrowski – Veterans Homes – Present

Ilona Grawvunder - Veterans Homes - Absent

Kelly Harrison – Present

Kristy Hartke - Veterans Benefits/Cemeteries - Present

Dawn LaFond – Present

Andrea Northwood - Present

Amy Millard – Veterans Benefits – Present

Patrick Meyer - Veterans Homes - Present

Chandler Miller – Veterans Benefits/Health Services - Present

Justine Taylor – Enterprise Services – Present

Marina Johnstone – Veterans Benefits/Cemeteries – Present

Jamie Petersen-Johnson – Veterans Homes – Present

Seth Reynolds – Veterans Benefits/Health Services – Present

Jennifer Van Haaften – Veterans Museum - Present

Kris Ward – Enterprise Services – Present

Andrew Martin – Veterans Benefits/SAA – Present

Danielle Wheelock – Veterans Homes - Absent

Racheal Harris – Human Resources – non-voting- Absent

Jennifer Ginter-Lyght - Human Resources - Non-Voting - Present

Victoria Simonson - Human Resources - Non-Voting - Absent

Allison Walsch – Non-Voting – Absent

Ricki Ilion - Non-Voting - Present

Deputy Secretary Chris McElgunn – Absent

Total Voting Membership present: 15

Total Attendees: 18

Total Voting Membership: 19

Necessary for Quorum: 9

#### 1. Call to order, roll call

The meeting of the Equity and Inclusion Advisory Committee was called to order by Amy Millard at 2:01 PM. Roll call was called by Dawn LaFond and a quorum was present.

# 2. Certification of notice of meeting

The meeting was notified as being properly noticed; WAMS, Intranet by Dawn and Region 4 HR by Kristy

## 3. Adoption of December 2024, Meeting Minutes:

The December 4, 2024, meeting minutes were circulated via email. Kristy Hartke to amend minutes. Change Jennifer VanHaaften to present and not absent.

Motion to approve: Patrick Meyer

Seconded: Justine Taylor

Motion passed by unanimous vote.

# 4. Subcommittee chair reports:

#### Recruitment:

Andrea reported:

- o Last couple of meetings outlined assignments for the team (2 per team)
  - Highlighting benefits and compensation and create documentation with FAQ, comments and/or additional resources to boost knowledge of the benefits working for state agency and specific to WDVA.
  - Look at recruitment tools for managers skills translation, best practices, handling difficult questions.
  - Interview FAQ by providing document where individuals that are in the recruitment get a little bit of timeline on expectations on steps from job posting down to accepted and/or declined offered.
- o Next meeting is Feb 5 and draft documents will be shared with the subcommittee.

#### Retention:

Amy reported:

- Taking a second look at employee survey and will be soliciting feedback from committee members.
- Reviewing objectives in plan and gathering information

#### Culture:

Jamie reported:

- o Just received posters from Madison and will be distributing soon more to come
  - 3 approved posters
- o Working on seeing revitalizing "catch a coworker" which exists on WDVA website
- o Putting out emails to introduce an online suggestion box
  - One on site and want to expand
- o Email sent for mediation or conflict resolution looking for feedback.

## 5. Old Business:

None

## 6. New Business:

Term end dates and there are some up this month. Thank you and everyone on Committee and hoping the following would like to stay on committee and renew. Speak now or reach out to Amy, or if you know anyone interested, would be taking new appointments and/or will reach out to different divisions for interest

- o Chandler Yes, renew
- o Justine Yes, renew
- o Seth Yes, renew
- o Kris Yes, renew

## 7. Future Agenda items:

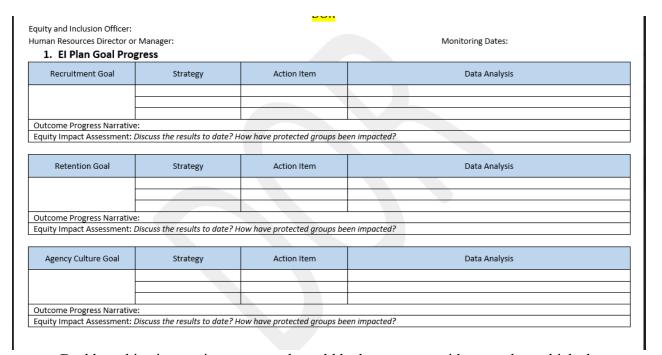
Next meeting will occur on February 26, 2025

#### 8. Public Input:

- Marina: Question on Executive Order for DEI that was signed yesterday? Where do we stand with this?
  - Jeni: All Federal DEI Programs are put on hold, so staff would be put on leave.
- We are state employees, so this does not apply to this group
- Governor Evers has been supportive, and our Exec Order 59 is what supports this goal where this is probably on his agenda
- No concerns about efforts continuing
- Looking forward to mid-term election on where future holds
- For us, we will watch this to see where it lands
- Will this be a rebranding on some of these titles?
- No one giving jobs away, but it is about reducing barriers and enhancing work environment

# 9. HR Report

- We will be surveyed/audited/monitored on our EIAC from Bureau of Equity & Inclusion, which are virtual and onsite and may be sometime between April and June
- Much of the information exists and we are looking to make sure all documents are pulled together and organized
- Meetings in HR world are happening bi-weekly by checking links and looking at posters
- Sub-Committee updates with notes may be required
- Progress reports should include posters and anything else that is measurable



- Dashboard is given twice a year and would be happy to provide an update which shows measurable E&I in our agency
  - o Next presentation is on 03.14.2025 to leadership
- HR involvement is spotty when attending subcommittees due to balancing other projects and Jeni may reach out for updates to relay back to leadership

# Adjournment

Jamie Johnson-Petersen moved to adjourn the meeting at 2:28pm, and the motion was seconded by Andrea Northwood. Motion carried on a unanimous vote.

Kristy Hartke, Secretary