

MINUTES
EQUITY AND INCLUSION ADVISORY COMMITTEE
Meeting of February 26, 2025
TEAMS Meeting

Members

Alexis Madson – Absent
Melissa Becker – Present
Lane Dombrowski – Veterans Homes – Present
Ilona Grawvunder - Veterans Homes – Present
Kelly Harrison – Present
Kristy Hartke - Veterans Benefits/Cemeteries – Present
Dawn LaFond – Present
Andrea Northwood – Absent
Amy Millard – Veterans Benefits – Present
Patrick Meyer - Veterans Homes – Present
Chandler Miller – Veterans Benefits/Health Services - Present
Justine Taylor – Enterprise Services – Absent
Marina Johnstone – Veterans Benefits/Cemeteries – Present
Jamie Petersen-Johnson – Veterans Homes – Absent
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
Chris Leslie – IT -Veterans Homes - Present
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

Others Present (not all inclusive)

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 Kristy Hartke 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 January 2025, Meeting Minutes:

The January 22, 2025, meeting minutes were circulated via email. No corrections requested.

Motion to approve: Melissa Becker

Seconded: Kris Ward

Motion passed by unanimous vote

4. Subcommittee chair reports:

Recruitment:

Amy on behalf of Andrea reported:

- Drafting base concepts for assigned tasks, including recruitment tools and FAQs

Retention:

Amy reported:

- Stay Survey which is shorter and is in final approval process and hopefully will be seen soon

Culture:

Kris reported:

- Posters were sent for update on pictures and will diversify jobs, including custodial and nursing staff, along with other positions
- Working on catch a coworker program, going through the process/program to ensure it works well
- Looking at suggestion box and revamp/remarket that and provide general awareness of employees to ease their fear of providing suggestions
- Looking to work with DOR for speakers
 - Kristy and Amy will be joining in April



Progress Narratives for Newsletter

5. EIAC section in newsletter which has been dedicated for us to use and we are looking for subcommittees/other members where after monthly meetings we will have takeaways to send to James Listug for newsletter, which would be sent to Leadership by 10th of the month for review and discussion
 - a. Provide any information to leaders by 03.10.2025
No suggestions at this time

6. Old Business:

None

7. New Business:

- March Madness
 - Competition is for fun and bragging rights only
 - In the past, we only did men's brackets, but why not do women's brackets, too
 - NCAA March Madness (Selections are March 16) and create a group
 - Men's Brackets [ESPN Men's Tournament Challenge - Make Picks](#)
 - Women's Brackets [ESPN Women's Tournament Challenge - Make Picks](#)

King Crown



- Melissa has a princess crown that she will supply
- No objections and let's move forward with Dawn to set up and send out by Friday EOD
- Per Jeni, great way to bring people together and brings goodwill

8. Future Agenda items:


Next meeting will occur on March 26, 2025 at 2pm.

9. Public Input:

- None

10. HR Report

- • Employee Experience Data
 - Dashboard presentation given to leadership twice per year, most recently in October and will present in April
 - Familiarize EIAC with types of data and to align on measurement with what EIAC does -- data and takeaways that subcommittees can build upon
 - Aggregate data reviews at agency levels
 - Data sources provided (Star, BEI, Exit interview dashboard and Respectful Workplace Complaints)
 - Reviewed Q32024 which is an overview comparing DVA to State workforce
 - When looking for trends, must do look backs; currently trending up in people of color and disabilities
 - New hire, retirements and transfers (out of DVA but still in state) shown do not include LTEs
 - For a while it was into federal service, but Jeni not sure if that is the case now
 - Hire and termination slide indicates new hire and separated (not fired)
 - 2024 exit interviews (50) versus 2023 exit interviews (53)
 - Engagement in exit interview process will increase based on Retention Subcommittee new exit interview letter
 - 2024 exits of 72 people (50) - what is measurement going forward?
 - Letter into automated workflow - 3 months from now
 - RWC 2023 (21) versus 2024 Q3 (15) and 3 had substantiated outcomes
 - Hostile work environment is most prevalent basis, which indicated opportunities how to communicate properly
 - Culture subcommittee creating tools to diverse to leaders at different locations, which are posters
 - Metrics will help measure if the posters are helping
 - What is causing these complaints?
 - Jeni cannot identify the complaints, but states Culture Subcommittee did drill down on exit interview and these posters identify the negative issues experienced
 - ACTION: Kris to add posters to chat for review
 - EAP/Wellness Data [*share with Victoria Simonson/Wellness Committee??*]
 - Based on this data, there is opportunity for DVA to promote wellness incentives
 - Increased communication in employee newsletter and/or at staff meetings
 - Emotional well-being at top of concerns, then work life, relationships, anxiety and then depression
 - Jennifer V: Does not see the reason on why use except to get the \$150 incentive. Been with state for 20 years and seen it up and down and never found it to incentivize her to be healthy. Improvement needed and does EIAC have a role?
 - Jeni: How much do people know about EAP and wellness program? Now they are marketing biometric checks, which satisfies \$150.

- Amy: Opportunity at DOR building to have biometric done so would like to have here. Agrees that wellness program has not given me any changes from what I've been doing.
 - Jennifer: Activities do not incentivize me to change, so I get things from Monona Terrace. WebMD is not that great, and they get pushy and sign you up with wellness coaches.
 - Melissa: This is a huge reservation for melissa where she doesn't want to talk to someone after working all day
 - Notes from Chat:
 - Well Wisconsin will offer a series of biometric screening events in March and April. Employees, spouses, and retirees enrolled in the State of Wisconsin Group Health Insurance Program are eligible to attend as one way to complete their health check requirement for the 2025 incentive.
 - **Upcoming Screening Events:**
 - **March 6** – Madison, Hill Farms
 - **March 12** – Oshkosh, Hilton Garden Inn
 - **March 20** – Eau Claire, Best Western
 - **March 27** – Madison, Clarion Suites
 - **April 8** – Milwaukee, Comfort Inn Suites
 - **April 17** – Green Bay, Comfort Suites
 - **April 22** – Madison, Monona Terrace
 - Who can participate in a Biometric screening event:
 - Employees (and spouses) enrolled in the State of Wisconsin Group Health Insurance Program can participate in the Well Wisconsin health screening events taking place listed above.
 - You may also request a self-collection kit and complete the screening from the comfort of your home. **To register for a screening or to request** your kit, go to webmdhealth.com/wellwisconsin, click on “My Health” > “Take Action.” On the “Biometric Screening card, click “Get Started.”
 - EIAC Alignment
 - Goal in taking to senior leadership and EIAC is to align efforts, support organizational needs and how to contribute best
 - Goal is to bring EIAC information and data to make informed insights on where to focus attention; not asking EIAC to do more but just keeping informed
 - Jennifer: Has leadership considered breaking out for leadership roles and whether administrators are taking from that pool of people that they are working for? 72% of our administrators and bureau heads that are women?
 - Jeni: "How does our leadership look?" Feel that we need to look at analyst to pull from Star classification and get info on race, gender, disability, veteran with leadership and will pull this report.
-  FY24_State_of_Wisc
onsin_Classified_Wc

water

Approve Bylaws:

- Kristy motions to approve and seconded by Melissa Becker; unanimously approved



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Adjournment

Motion to adjourn by Marina Johnstone and seconded by Kelly Harrison. Meeting adjourned at 2:49pm.
unanimous vote.

Kristy Hartke, Secretary