MINUTES
EQUITY AND INCLUSION ADVISORY COMMITTEE
Meeting of September 24, 2025
TEAMS Meeting

Members

Kelly Harrison – Present
Leslie Busby-Amegashie - Absent
Kristy Hartke - Veterans Benefits/Cemeteries – Present
Dawn LaFond – Present
Andrea Northwood – Present
Amy Millard – Veterans Benefits – Present
Chandler Miller – Veterans Benefits/Health Services – Absent
Justine Taylor – Enterprise Services - Present
Jamie Petersen-Johnson – Veterans Homes – Present
Seth Reynolds – Veterans Benefits/Health Services – Absent
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 – Absent
Gina Strobusch – King - Present

Optional Attendees

Racheal Harris – Human Resources – non-voting- Not Present
Jennifer Ginter-Lyght - Human Resources – Non-Voting – Present
Victoria Simonson - Human Resources – Non-Voting – Not Present
Allison Walsch – Non-Voting –Not Present
Ricki Ilion – Non-Voting – Not Present
Deputy Secretary Chris McElgunn – Present

Total Voting Membership present: 11
Total Attendees: 13

Total Voting Membership: 16
Necessary for Quorum: 6

1. Call to order, roll call

   The meeting of the Equity and Inclusion Advisory Committee was called to order by Amy Millard at 2:00PM. Roll call & engagement activity was done by Kristy Hartke and a quorum was present. Engagement activity's question was "What is your favorite thing about fall?"

2. Certification of notice of meeting

   Certified by Dawn that agenda posted at WAMS, DPM HR site, WDVA internet site.

3. Adoption of August 2025, Meeting Minutes:

   The August 27, 2025, meeting minutes were circulated via email – no edits requested.
   Motion to approve – Andrea Northwood – 2nd by Dawn LaFond.
   Unanimously approved

4. Subcommittee chair reports:

   Recruitment
   Andrea reported:
   - Received great responses to the survey that went out. Not as many as committee would like but they did get 6 responses.
     - One individual was nominated twice and is a new member of recruitment subcommittee
     - Next meeting will be next steps forward & working with Communication team.
     - Additional responses were probably from the screen saver slides

   Retention
   Amy reported:
   - New NEO is in final review & hope to hear soon
   - Stay Survey – we are still working on updates & will send once updates received.
   - Reworking on revamping the monthly newsletter & weekly news
     - We are currently sending rimrock updates

   Culture
   Kris reported:
   - Catch a Coworker is going on & we are tracking candy bars.
     - Working on 2 staff at King on 9/25/2025 & one on 9/26/2025
     - Received an additional Catch a Coworker in Central Office

5. Old Business:

   - None

6. New Business:

   - Next meeting is October 22, 2025 at 2pm
   - EIAC SharePoint site to go live on 09/30/2025.
   - Engagement ideas so that we can have all staff involved in talking amongst each other
     - ACTION: Send ideas to leadership and we will put them on the to do list

- Chris McElgunn commented: Along the lines of NEO, do we have during orientation engage a way to ask for EIAC membership?
    - Dawn LaFond Replied: Two of the later slides from Day One in the NEO package mentions EIAC.
    -

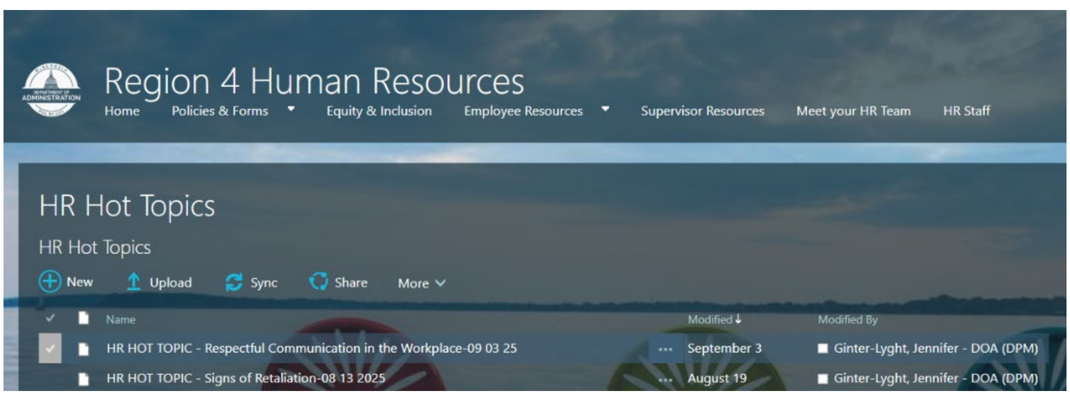
7. <u>Future Agenda items:</u>

    - None

8. <u>HR Report</u>

Reported by Jennifer Ginter-Lyght

- HR Delivered & recorded two new hot topics & they are on HR SharePoint



- Encourage staff to familiarize themselves with the resource.
    - Retaliation
    - Foster respectful communication in the workplace.
        - Taking on the road so Equity & Inclusion will be at Union Grove in October.
- BEI Audit is towards completion & sent to OOS for any pending reviews requested.
    - Support EIAC with membership concerns which there is a meeting with OOS to encourage membership.
    - Would like to brainstorm with coworkers who may be interested in coming to meetings and learning more about the groups.
        - ACTION: Any ideas, please provide their names so leadership can reach out to them

9. Nomination of Officers:

- EIAC should have done this last month, so we are doing it this month.
- Chair:
  - Dawn LaFond nominated herself for Chair.
    - Motion made to accept by Andrea Northwood – 2nd by Jamie Petersen-Johnson – carried on by voice unanimously.
- Co-Chair:
  - Kristy Hartke nominated Amy Millard for Co-Chair
    - Motion made to accept by Andrea Northwood – 2nd by Jamie Petersen-Johnson – carried on by voice unanimously.
- Secretary:
  - Kristy Hartke nominated herself for Secretary.
    - Motion made to accept by Andrea Northwood – 2nd by Jamie Petersen-Johnson – carried on by voice unanimously.

10. Public Input:

- None

Adjournment

Motion to adjourn by Andrea Northwood and seconded by Justine Taylor. Meeting adjourned at 2:24pm. Unanimous vote.

Kristy Hartke, Secretary