

MEETING MINUTES  
2027-2029 E&I PLAN SUB-COMMITTEE  
EQUITY & INCLUSION ADVISORY COMMITTEE

Monday, May 4, 2026  
TEAMS Meeting

**Members Present:**

Jennifer Ginter-Lyght (non-voting)  
Kristy Hartke  
Dawn LaFond  
Scott Sussman  
Jennifer Van Haaften

**Optional Attendees Present:**

Christopher McElgunn

Total members: 5

Total voting subcommittee members: 4 (Chair not included as a voting member)

Quorum for subcommittee (one-third of total voting membership; Chair is not considered a voting member): 2

**1. Welcome and Call to Order**

- The meeting of the 2027-2029 E&I Plan Subcommittee of the Equity & Inclusion Advisory Committee (EIAC) was called to order by Scott Sussman at 1:04pm.
- All Action Items should be completed by the next meeting, unless otherwise noted.

**2. Roll Call**

- Roll call taken by Dawn LaFond and a quorum was present.

**3. Certification of Notice of Meeting**

- Meeting notice was certified by Dawn LaFond and that the agenda was posted on WAMS, DPM HR Site and WDVA internet site.

#### **4. Approval of Meeting Minutes (04.13.2026)**

- MOTION: Motion to approve the April 13, 2026, meeting minutes was made by Kristy Hartke; second by Dawn LaFond; unanimously approved.

#### **5. Old Business**

- Review Action Items from 04.13.2026 meeting
  - Each relevant Sub-Committee will review its respective goal for Culture, Recruitment, and Retention and each Sub-Committee shall finalize its recommendation for their respective goal and provide final draft to Scott Sussman by 04.24.2026.
    - Goals for Culture, Recruitment and Retention were submitted to Scott and incorporated into the Recruitment & Retention Plan.
  - Kristy Hartke shall finalize draft of Veterans Hire goal and provide final draft to Scott Sussman by 04.24.2026.
    - The Veterans Hire goal has been submitted to Scott and incorporated into the Recruitment & Retention Plan.
  - Scott Sussman shall finalize draft of Wisconsin Works goal by 04.24.2026.
    - The Wisconsin Works goal was drafted by Scott and incorporated into the Recruitment & Retention Plan.

#### **6. New Business**

- Review and finalize goals
  - Culture
  - Recruitment
  - Retention
  - W2
  - Veterans
- MOTION: Motion to approve the Recruitment & Retention Plan with the addition of a few specified future amendments and have the draft Plan sent to the Office of the Secretary was made by Jennifer Van Haften; second by Kristy Hartke; unanimously approved.

#### **7. Future Agenda Items**

- None

## **8. Public Comment**

- None

## **9. Adjournment**

- MOTION: Motion to adjourn the meeting was moved by Jennifer Van Haften; second by Dawn LaFond and carried unanimously. Meeting was adjourned at 1:48pm.

Submitted by,  
Scott Sussman