

MEETING MINUTES
EQUITY & INCLUSION ADVISORY COMMITTEE

May 26, 2026
TEAMS Meeting

Members Present:

Dawn LaFond
Kristy Hartke
Jamie Peterson-Johnson
Andrew Martin
Kris Ward
Gina Strobush
Andrea Northwood
Christopher Leslie
Leslie Busby-Amegashie
Jennifer VanHafften
Jenifer Fahey

Optional Attendees Present:

Chris McElgunn
Jeni Ginter-Lyght

Members Not Present:

Cortney Mihulka
Justine Taylor
Danielle Wheelock

Total members: 12

Total voting subcommittee members: 14 (Chair and Co-Chair not included as voting members)

Quorum for subcommittee (one-third of total voting membership; Chair is not considered a voting member): 6

1. Welcome and Call to Order

- The meeting of the Equity & Inclusion Advisory Committee was called to order by Dawn LaFond at 2:02pm.

2. Roll Call and Engagement Activity

- Roll call and engagement activity was completed by Kristy Hartke and a quorum was Present.
- Engagement activity's question was, "What are 3 of your favorite TV shows?"

3. Certification of Notice of Meeting

- Certified by Dawn LaFond that agenda posted at WAMS, DPM HR Site and WDVA internet site.

4. Adoption of Minutes from April 28, 2026

- MOTION: The 4/28/2026 meeting minutes were circulated via email –no edits requested. Motion to approve by Andrew Martin; second by Andrea Northwood. Minutes are hereby approved and will be posted to WAMS, DPM HR Site and the WDVA internet site.

5. Subcommittee Chair Reports

- Recruitment – Andrea Northwood reported:
 - Battlefield Cross Ceremony was 5/13/26. Communications team took pictures on MFH's for WDVA voices. Looking forward to reviewing pictures soon
 - Next meeting changed to June 3, 2026 and will outline the new initiatives and getting those in order.
- Retention – Jennifer VanHafften reported:
 - Employee Survey - Results have been compiled and will be reviewed. 2026 we had 263 responses versus 2025 we had 237
 - Noteworthy News – 5th week we have sent it out.
 - Heard nothing negative and hoping King & Union Grove will start to submit their events, trainings, etc.
- Culture- Jamie Peterson-Johnson reported:
 - Last meeting we covered catch a coworker, new box of candy bars ordered
 - Reviewed what slides to keep adding to screen savors
- Partners in giving – Dawn
 - Committee has not sent out the email announcement. They are waiting for leadership to get back regarding direction. The Deputy Secretary has a meeting with Union Grove on Friday and committee should hear something early next week.
 - Meeting every 3 weeks
 - Updates to master donation list. Will begin to send letters out to vendors requesting donations.

- Received \$200 in Kwik Trip cards which will go toward events and the silent auction.

6. Old Business

- None

7. New Business

- New Member recruitment
 - 15 members will more than likely be down to 14
 - Any knowledge of people wanting to be on committee – send forward
 - James Listig will be starting on Recruitment subcommittee
- Retention & Recruitment Plan
 - Had meeting with BEI & they want changes to our plan
 - SMART Goals & only 1 goal per committee
 - Scott Sussmann will work on this
- Catch a co-worker Influencer award submission
 - Kris is submitting an application for the influence award
 - Pulling data from Stay survey, catch a co worker, changing atmosphere of DVA – showcasing what DVA is doing and what a change it has made
 - Draft Due 6/12/26 to Jennifer & Jamie
 - Jeni can assist with drafting
- Officer elections – 2nd quarterly meeting of the calendar year for one year term

8. HR Dashboard

- Presentation prepared twice yearly for leadership and shared with EIAC
- Focused on retention and recruitment for new plans
- Aggregate reviews on agency level
- SWSDIP applicant pool will be tweaked for future recruitment
- Metrics were pulled into the new EI Plan
- EAP Utilization Data Comparison - unsure where WDVA falls in this area

9. Future Agenda Items

- None

10. Public Comment

- None

11. Adjournment

- MOTION: Motion to adjourn the meeting was moved by Gina Strobush; second by Andrea Northwood and carried on a vote to adjourn the meeting. Meeting was adjourned at 2:51pm.

Kristy Hartke, OPA