



Meeting Notice and Agenda of the WDVA EQUITY & INCLUSION ADVISORY COMMITTEE RETENTION SUBCOMMITTEE MEETING

Meeting Agenda

- Date: Thursday, September 3, 2026
- Time: 11:00 AM to 12:00 PM
- Location:
 - Microsoft Teams Meeting: <https://msteams.link/GRJY>
 - Phone: 1-608-571-2209
 - Passcode: 509 017 082#

Members

- Chair | Jennifer Van Haaften, Wisconsin Veterans Museum (Chair Retention)
- Jenny Fahey, Veterans Benefits-Health
- Kristy Hartke, Veterans Benefits-Cemeteries
- Dawn LaFond, Office of the Secretary
- Christopher Leslie, IT-King
- Andrew Martin, Veterans Benefits-SAA

Meeting Purpose

- To meet and review Staff Survey results and the Retention Goals on the Recruitment & Retention Action Plan

Agenda Items

- Welcome and Call to Order
- Roll call (please mute phones)
- Certification of notice of meeting
- ACTION: Approval of minutes
 - July 21, 2026 meeting minutes
- Old Business
 - 2026 Staff Survey results review

- Please review the analysis at this link before the meeting:  2026 Staff Survey Analysis_DL.docx
 - Full 2026 Wisconsin Department of Veterans Affairs Employee Satisfaction Survey:  FULL_2026 Wisconsin Department of Veterans Affairs Employee Satisfaction Survey.xlsx
- NEO tools to consider for our NEO
 - SharePoint extranet: *Create an extranet site for users in your on-premises directory - Microsoft Support*
 - Onboarding tools: *Top SharePoint Solutions for EASY Employee Onboarding and Policy Management!*
 - Jeni Ginter-Lyght sharing what she learned from the DOA survey
- New Business
 - New R&R goal next steps
 - Discuss pros and cons of NEO in person vs. online training. Make recommendations to OOS.
 - Training for supervisors in expectations on how to use it
 - Recommendation for OOS and then request OOS help set up and endorse training
 - Creation of survey/test to see how new employees retain NEO information
 - Determine what OOS wants retained
 - Determine how often to send survey/test—3 mo, 6 mo, 9 mo
 - Who sends survey, office of OOS [aka Dawn]
 - Communications plan for the new R&R goals—Identify what we will be communicating, the platform and how often
 - Do we want to combine the retention and recruitment subcommittees to work on the next two-year goals?
- Future agenda items
- Public comment
- Adjournment

Notice

- WDVA does not allow AI software (*i.e., read.ai*) or other transcription tools to be used in WDVA-generated meetings.

Accessibility & Accommodation

- Contact: To request large print, sign language interpretation, or other accommodations, please email [Dawn LaFond1@dva.wisconsin.gov](mailto:Dawn.LaFond1@dva.wisconsin.gov) or call Dawn LaFond at 608-266-1315 least 72 hours before the meeting.