

EIAC Meeting

Equity & Inclusion Advisory Committee

Date | Time 07/16/2026 1:00 PM | **Location** Microsoft Teams

Meeting called by:	Shel'rie Wilson
Type of Meeting:	Virtual
Co-Chairs:	Tracie Ruether
	Shel'rie Wilson
Resource Sponsors:	Tonja Hesselberg
	David Fabie
Subject Matter Expert (SME)	Katie Benson
	HR Recruitment
Executive Liaison:	Tifene Brown
Time Keeper:	Kari Ives

Wisconsin's open meetings law provides that
“the public is entitled to the fullest and most
complete information regarding the affairs of
government as is compatible with the conduct
of governmental business.”
Wis. Stat. § 19.81(1).

Members:	Attendance:	
	Present	Excused
Baumgart, Zachary	☐	☒
Benson, Katie	☒	☐
Ives, Kari	☒	☐
Kragness, Amanda	☒	☐
Marek, Jennifer	☐	☒
Ross, Camille	☒	☐
Ruether, Tracie	☒	☐
Svitavsky, Jim	☒	☐
Wilson, Shel'rie	☒	☐
Additional Attendees:		
Brown, Tifene	☒	☐
Hesselberg, Tonja	☐	☒
Fabie, David	☒	☐

Agenda Items

Call to Order	Shel'rie	2 minutes
Roll Call	Kari	3 minutes
Ice Breaker	Shel'rie	5 minutes
Nominations for Affirmation Action Impact	Tifene	10 minutes
Recruitment and Retention Action Plan Review	Tifene	45 minutes
Recruitment for new EIAC members	Tifene	10 minutes

Notes:

Call to Order	Started at 1:02 pm
Roll Call	Quorum was met with 7 members present
Ice Breaker	What is your guilty pleasure TV show?
Nominations for Affirmation Action Impact	The committee would like to nominate Jim Svitavsky for the Ann Lydecker Educational Innovation Award. Additional nomination considerations should be emailed to Tifene as soon as possible.

Recruitment and Retention Action Plan Review	Reviewed the new Recruitment & Retention Action Plan. Covered the five goal areas of recruitment, retention, culture, veteran hires, and Wisconsin Works hires and tracking measures.
Questions and brainstorm about the plan and its implementation	Question: What capacity will EIAC work with other departments in reaching the goals outlined in the new plan? Additional recruitment goal challenge: Lack of ability to receive clear data regarding how potential applicants first learn about job openings and activity from multiple applicant websites. Career Fairs: Having employees that can attend as recruitment experts for career fairs. • Soft Skills (Interpersonal & Communication) ○ Active Listening: The ability to truly comprehend hiring managers' requirements and candidate expectations. ○ Communication: Clearly explaining processes, delivering rejections gracefully, and negotiating salary packages. ○ Empathy and Interpersonal Awareness: Building rapport and trust with candidates from diverse backgrounds while representing the company culture well. ○ Relationship Building: Nurturing a robust network of contacts to ensure pipeline readiness. • Standardizes marketing materials and other informational handouts. Culture goal challenges: Will staff trust self-reporting changes as it impacts the overall work culture? Ad hoc committees: Current active committees • Assessment and Evaluation • Education and Training • Engagement • Policy and Committee Review (meetings paused) Plans to reengage the Marketing and Communication ad hoc once additional EIAC members are selected.
Recruitment for new EIAC members	Additional members will be recruited utilizing the application process currently in place.
Ice breaker for September	Jim Svitavsky
End of Meeting	2:13 pm
Next Meeting	September 17, 2026