

EIAC Meeting

Equity & Inclusion Advisory Committee

Date | Time 10/16/2025 1:00 PM | **Location** Microsoft Teams

Meeting called by:	Kari Ives
Type of Meeting:	Virtual
Co-Chairs:	Tracie Ruether
	Shel'rie Wilson
Resource Sponsors:	Tonja Hesselberg
	Dave Fabie
Subject Matter Expert (SME)	Benson, Katie 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	✓	☐
Blechinger, Kellie	☐	✓
Benson, Katie	✓	☐
Bowen, Varnisha	☐	✓
Carr, Sarah	✓	☐
Ives, Kari	✓	☐
Kragness, Amanda	✓	☐
Marek, Jennifer	✓	☐
Richards, Jason	✓	☐
Ross, Camille	☐	✓
Ruether, Tracie	☐	✓
Svitavsky, Jim	✓	☐
Wilson, Shel'rie	☐	✓
Additional Attendees:		
Brown, Tifene	✓	☐
Hesselberg, Tonja	✓	☐
Dave Fabie	☐	✓

Agenda Items

Call to Order	Kari	2 minutes
Roll Call	Kari	3 minutes
Ice Breaker	Zach	5 minutes
Update on focus and function statements	Tifene	10 minutes
Quarterly Report information/Spreadsheet	Kari/Tifene	15 minutes
Ad-hoc updates	All	55 minutes

Notes:

Call to Order	1:03 pm
Roll Call	Quorum was met with eight voting members in attendance.
Ice Breaker	Procrastination and how to break it
Update on focus and function statements	Each ad-hoc has submitted their statements for approval. These will be compiled and reviewed by leadership this month.

	Once approved the statements will be posted/used – on quarterly report and on EIAC page.
Quarterly Report information/Spreadsheet	Reviewed the informational spreadsheet located in Teams. Leads were reminded to update the spreadsheet with progress made toward completion of the EI Strategic Plan. The information entered on spreadsheet is used to complete the quarterly report and should be clear and include dates of actions. The spreadsheet was also updated for better entry of information. The spreadsheet was reviewed during the meeting.
Ad-hoc updates	Concerns were brought up that some ad-hocs feel they are at a standstill. Request was made for input from executive leadership (Secretary's Office) for direction and focus. Equity & Inclusion Chief will work to schedule a meeting time. Engagement will continue to focus on Lunch & Learns and career fairs as part of their internal & external direction for employee and community engagement. This ad-hoc is planning a seasonal Lunch & Learn focused on Holiday Culture & Traditions to take place in the last quarter. Suggestions were made regarding speakers and resources for this topic. Suggested resource: • Acentra Health / Employee Assistance Program (request must be made 30 days prior to the event) • UW Madison Badger Talks Marketing and Communications continues to assist with promoting internal events and updated information regarding EIAC. Assessment and Evaluation no updates at this time due to survey paused. Policy & Committee Review is currently paused awaiting direction from HR team on policies needing review.
Diversity Awards	Nominations for the SCAA Diversity Awards period is now open until November 28 th .
End of Meeting	2:25 pm

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