

EIAC Meeting

Equity & Inclusion Advisory Committee

Date | Time 11/21/2024 1:00 PM | Location Microsoft Teams

Meeting called by:	Tracie Ruether
Type of Meeting:	Virtual
Co-Chairs:	Tracie Ruether Shelrie Wilson
Resource Sponsors:	Tonja Hesselberg Jessica Spangler
Subject Matter Expert (SME)	Benson, Katie HR Recruitment
Executive Liaison:	Tifene Brown
Time Keeper:	Kari Ives
Guest:	Melissa Kowalski

Members:	Attendance:	
	Present	Excused
Baumgart, Zachary	✓	<input type="checkbox"/>
Blechinger, Kellie	✓	<input type="checkbox"/>
Bowen, Varnisha	✓	<input type="checkbox"/>
Carr, Sarah	✓	<input type="checkbox"/>
Ives, Kari	✓	<input type="checkbox"/>
Kragness, Amanda	<input type="checkbox"/>	✓
Marek, Jennifer	<input type="checkbox"/>	✓
Richards, Jason	✓	<input type="checkbox"/>
Ross, Camille	✓	<input type="checkbox"/>
Ruether, Tracie	✓	<input type="checkbox"/>
Svitavsky, Jim	✓	<input type="checkbox"/>
Wilson, Shel'rie	✓	<input type="checkbox"/>

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).

Agenda Items

Call to Order	Tracie	5 Minutes
Roll Call	Kari	5 Minutes
Ice Breaker	Tracie	5 Minutes
New survey	Zach	20 Minutes
Review of Tracking Spreadsheet/Updates	All	20 Minutes
Motions	Shel'rie and Jim	20 Minutes
Budget Process	Tifene	10 Minutes
December Meeting	All	5 Minutes

Notes:

Ice Breaker	What is your favorite activity in the snow – next meeting – Jim Svitavsky
New survey	Review of rough draft of survey. Discussed concerns about anonymity and encouraging staff to take it when it comes out in early 2025.

Review of Tracking Spreadsheet/Updates	<p>Reminding of leads to keep tracking datasheet updated 4th Quarter information due the end of December.</p> <p>Committee Updates:</p> <ul style="list-style-type: none"> - M&C – keeping communications updated and request other committees pass along contact information to put in a database for all to access. - E&T – nothing to report - A & E – showed some of the preliminary data was shown in reference to number of applicants and hires has shown an increase. The committee is now going to decipher how to distribute the findings to all of DOC. - Engagement – working on guidelines on how to prepare staff when going to job fairs and other events. - P&C – Deferred to next topic on motions
Motions	A motion was brought to the committee to create a work environment within the DOC where staff feel trusted, valued and empowered. Motion was made by Svitavsky and seconded by Blechinger. Quorum was present and it passed to send resolution to DOC Administration.
Budget Process	If committees have things that would enhance the work to send the requests to EIAC co-chairs, secretary, and Executive Liaison for consideration.
December Meeting	There will not be a meeting in December due to the holidays and people being out of the office

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