

# EIAC Meeting

Equity & Inclusion Advisory Committee

Date | Time 6/20/2024 1:00 PM | Location Microsoft Teams

<b>Meeting called by:</b>	Tracie Ruether
<b>Type of Meeting:</b>	Virtual
<b>Co-Chairs:</b>	Tracie Ruether Shelrie Wilson
<b>Resource Sponsors:</b>	Tonja Hesselberg Jessica Spangler
<b>Executive Liaison:</b>	Tifene Brown
<b>Time Keeper:</b>	Kari Ives

<b>Members:</b>	<b>Attendance:</b>	
	Present	Excused
Baumgart, Zachary	✓	<input type="checkbox"/>
Benson, Katie	✓	<input type="checkbox"/>
Blechinger, Kellie	✓	<input type="checkbox"/>
Brown, Tifene	✓	<input type="checkbox"/>
Carr, Sarah	✓	<input type="checkbox"/>
Hesselberg, Tonja	<input type="checkbox"/>	✓
Ives, Kari	✓	<input type="checkbox"/>
Kragness, Amanda	✓	<input type="checkbox"/>
Marek, Jennifer	✓	<input type="checkbox"/>
Morris, Brandon	<input type="checkbox"/>	✓
Richards, Jason	<input type="checkbox"/>	✓
Ross, Camille	✓	<input type="checkbox"/>
Ruether, Tracie	✓	<input type="checkbox"/>
Spangler, Jessica	<input type="checkbox"/>	✓
Wilson, Shelrie	<input type="checkbox"/>	✓
Zingsheim, Angie	✓	<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	Jason	5 Minutes
EIAC Survey	Zach	10 minutes
Review of tracking document	Tracie	15 Minutes
Future of Marketing and Communications Committee	Kari	10 minutes
Committee member review	Kari	5 minutes
Ad-Hoc updates and progress for the second quarter of 2024	All	20 Minutes
Next Steps	All	5 minutes

## Notes:

Ice Breaker	Next Month: Jason Richards
EIAC Survey	Results are posted on EIAC website and starting to work on next survey.

	Email Zach for ideas for the new survey: areas to cut and items ad-hocs want in survey and how these relate to our jobs.
Review of tracking document	Reviewed the tracking document and will be sent out to committee for feedback. This review will be in place of the Ad-hoc update section.
Future of Marketing and Communications Committee	Looking at how to refocus this committee.
Committee member review	Send list out for updates
Ad-Hoc updates and progress for the second quarter of 2024	<p>Education &amp; Training –</p> <ul style="list-style-type: none"> <li>• Met goal of 12 training per fiscal year.</li> <li>• Working on more supervisory level training and</li> <li>• Developing a program for E&amp;I coaches</li> </ul> <p>Recruitment &amp; Advancement –</p> <ul style="list-style-type: none"> <li>• Will be recruiting for additional members</li> <li>• Researching additional recruitment opportunities outside of college and career fairs</li> <li>• Working on promotional scripts for volunteers at recruitment fairs</li> </ul> <p>Marketing &amp; Communication –</p> <ul style="list-style-type: none"> <li>• Maintaining communication</li> <li>• Refocusing efforts of this Ad-Hoc to better support the EIAC and other committees DOC wide</li> </ul> <p>Engagement &amp; Retention–</p> <ul style="list-style-type: none"> <li>• Continue to work on Lunch and Learn series for the year</li> <li>• Recent lunch &amp; learn was on June 13<sup>th</sup> for Juneteenth, facilitated by guest panel for discussion on the history of Juneteenth in Milwaukee.</li> <li>• Upcoming lunch &amp; learn will cover mental health and veterans</li> </ul> <p>Assessment &amp; Evaluation -</p> <ul style="list-style-type: none"> <li>• Developing the next survey and analysis of the focus group on hiring and applicant pool information.</li> </ul> <p>Policy &amp; Committee –</p> <ul style="list-style-type: none"> <li>• Ongoing work to identify next policies for review and request restructure</li> </ul>
Next Steps	<p>Quarterly report</p> <ul style="list-style-type: none"> <li>• Working on 2<sup>nd</sup> quarter report</li> </ul>

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