

EIAC Meeting

Equity & Inclusion Advisory Committee

Date | Time 5/16/2024 1:00 PM | Location Microsoft Teams

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

Members:	Attendance:	
	Present	Excused
Baumgart, Zachary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Benson, Katie	<input type="checkbox"/>	<input type="checkbox"/>
Blechinger, Kellie	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Brown, Tifene	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carr, Sarah	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hesselberg, Tonja	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ives, Kari	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kragness, Amanda	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marek, Jennifer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Morris, Brandon	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Richards, Jason	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ross, Camille	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ruether, Tracie	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Spangler, Jessica	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Wilson, Shelrie	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Zingsheim, Angie	<input checked="" type="checkbox"/>	<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	Camille	5 Minutes
Thank previous officers for their service	Tifene	5 Minutes
Welcome new officers	Tifene	5 Minutes
Discuss procedure/form for strategic plan updates	Tracie/Kari	40 Minutes
Ad-Hoc updates and progress for the first quarter of 2024	All	30 Minutes
Next Steps	All	5 minutes

Notes

Icebreaker	This Month: Camille Ross open the session with an icebreaker Next Month: Jason Richards
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Thank previous officers	<p>Tifene</p> <ul style="list-style-type: none"> • Previous EIAC Co-Chair(s) - Brandon and Tracie for stepping in as interim Co-Chairs • Previous Secretary – Jennifer • EIAC body as a whole <p>Note – This committee is a volunteer committee each member has taken on the tasks of EIAC in addition to their work function</p>
Welcome new officers	<p>New members added as of 2024 to replace members that have retired from state service – there are 14 committee members in total across all DOC divisions</p>
Discuss procedure/form for strategic plan updates	<p>Tracie and Kari</p> <ul style="list-style-type: none"> • Excel spreadsheet to track updates • Each ad hoc lead will make updates as appropriate • Suggestions given for spreadsheet revision will be reviewed and added as appropriate
Ad-Hoc Updates and progress for first quarter	<p>Education & Training</p> <ul style="list-style-type: none"> • On track to offer at least 12 equity and inclusion trainings per year and CTC has offered over 22. • Limiting speakers to meet the biennium budget constraints • Supervisors are assigned 2 DEI trainings per year. • Working on the initial stages in creating a platform for E&I coaches. <p>Policy & Review</p> <ul style="list-style-type: none"> • Will request policies to review for the 2024 calendar year • Will utilize a policy brief document to outline requested changes and justification of need • Considering reviewing HR policy on FMLA and how to allow employees to be able to identify their own gender and pro-nouns in PeopleSoft. <p>Outreach & Engagement</p> <ul style="list-style-type: none"> • Working on a June Lunch and Learn in collaboration with the Black Holocaust Museum. <p>Assessment & Evaluation</p> <ul style="list-style-type: none"> • Continuing to analyze the data from the January focus group. • Working on the next staff survey <p>Marketing & Communication</p> <ul style="list-style-type: none"> • Continuing to work on the website and updating as new information comes along. <p>Recruitment & Advancement</p> <ul style="list-style-type: none"> • Reviewing information from Assessment and Evaluation committee on applicant pools, • finding ways to centralize materials for recruitment materials and banners • Reviewing ways to collect data on tracking diverse applicants, and where they work.

	Nominations for Diversity Awards can be submitted now. Please consider each category so we can submit nominations from EIAC
Next Steps	June we will continue to work on our strategic plan

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