

OPEN MEETING MINUTES

Name of Governmental Body: Agency Equity and Inclusion Advisory Committee (AEIAC)			Attending: Kirsten I Johnson, Jonette Arms, Anthony Baize, Lars Brown, Sheri Carter, Dei Fleary-Simmons, Racheal Harris, Angela Heath, Alfred Johnson, Aaron Larson, Fratney Miller, Bailey Murph, Phung Nguyen, Laurie Palchik, Debra Standridge, Shavana Talbert, Kymberly Parodo
Date: 2/17/2025	Time Started: 3:01 PM	Time Ended: 3:21 PM	
Location: Virtual			Presiding Officer: Bailey Murph
Minutes			

Welcome, Agenda Overview Bailey Murph (OHE Director and Chair)	3:02 -3:03 PM
Approve December Minutes Motion: Aaron Larson Second: Tony Baize All approve.	3:03 – 3:04 PM
Update on Equity and Inclusion (E&I) Metrics Dashboard by Racheal Harris. <ul style="list-style-type: none"> DHS FMLA Requests by quarter. 2024 Q4 was 949 requests. Typical to see increase in December (see Q4 2023) due to new ones and continuation requests. 2024 Q4 reasonable accommodations 85 and down from Q1 2024. 2024 Q429 respectful workplace complaints submitted, up from Q3 and Q1, but lower than Q2. System went electronic in Q2 2023 -no historical info due to that. 2024 Q4: 6693 employees, avg service 9.5 years, avg age 44.13. <p>Q: What explains the gap between approved requests and those that get implemented? A: It may be approved but hasn't started yet.</p> <p>Q: How do we keep track of requests in the long term? A: They are approved but implemented at later date. Ie: leave request gets approved but it wont start for 2 weeks.</p> <p>Q: FMLA requests – any differences between the divisions or facilities? A: No upticks. It stays stable. Facilities tend to have more requests.</p> <p>Q: Are there approval or denial rates? A: Denied 12.5%. They could not be eligible for FMLA or exhausted former FMLA entitlement of 12 weeks.</p> <p>Q: Regarding respectful workplace submissions – can we get more info on the <i>Blank</i> category. A: Will check to see.</p> <p>Q: Can we get median info on employee demographic info? A: Can check to see if that data can be gotten.</p> <p>Q: Do we know how we compare to other state agencies in the demographic categories? A: We would need to pull data across other agencies/state.</p> <p>Q: Can we get the information across agency for all categories we can pull? A: Yes, but only for employee info, rest are only internal dashboard info.</p> <p>Q: How soon will dashboards be available? A: They are available now. Did committee get a link? Rachael will check with Jesse.</p> <p>Q: If we are not comparing internally or like categories with other enterprise agencies, how do we know how are doing? What is good? Needs improvement? A: Every agency is unique. Higher #s in all categories in 24-hour facilities. Due to difference of agencies, info might not be comparable. Within HR, SLA metrics are looked at and then shared with HR leadership and Office of the Secretary.</p>	3:04 – 3:19 PM

2025 Meetings Discussion The next meeting is April 21, 2025. Then 6/16, 8/18, 10/20, 12/15.	3:19 – 3:20 PM
Public Comments No public comments were received.	3:20 – 3:20 PM
Adjourn Motion: Lars Brown Seconded: Dei Fleary-Simmons All approve.	3:21 PM

Prepared by: Kymberly Parodo on 2/17/2025.

These minutes are in draft form. They will be presented for approval by the governmental body on: 4/2/2025