

OPEN MEETING MINUTES

Name of Governmental Body: Agency Equity and Inclusion Advisory Committee (AEIAC)			Attending: Jonette Arms, Anthony Baize, Lars Brown, Sheri Carter, Dei Fleary-Simmons, Angela Heath, Alfred Johnson, Kirsten Johnson, Aaron Larson, Fratney Miller, Phung Nguyen, Laurie Palchik, Debra Standridge, Shavana Talbert, Jesse Wielgat, Donna Wong
Date: 9/12/2024	Time Started: 12:30 PM	Time Ended: 12:57 PM	
Location: Virtual			Presiding Officer: Jesse Wielgat
Minutes			

Welcome, Agenda Overview <ul style="list-style-type: none">Jesse Wielgat	12:30 – 12:31 PM
Introduction of New Members <ul style="list-style-type: none">Jonette Arms – Division of Public HealthAnthony Baize – Office of Inspector GeneralLars Brown – Division of Care and Treatment ServicesAlfred Johnson – Division of Quality AssuranceAaron Larson – Executive Offices (OPIB)Laurie Palchik – Division of Enterprise ServicesDivision of Medicaid Services – open seat, will be filled by Marlia Mattke in October	12:31 – 12:41 PM
Approve August Minutes <ul style="list-style-type: none">Motion: Jesse WielgatSecond: Phung NguyenAll Approve	12:41 – 12:42 PM
Onboarding – Part 1 <ul style="list-style-type: none">Meeting goals<ul style="list-style-type: none">Presentation is geared toward all agencies. Can be more specific if questions.Statutory authority<ul style="list-style-type: none">Agencies over 50 employees required by statute to have the Council.Purpose<ul style="list-style-type: none">Secretary is the appointing authority.Heighten awareness of E&I issues throughout the agency.Committee responsibilities<ul style="list-style-type: none">Bylaws were passed at the last meeting.Regular meetings – 6 times per year.In 2024 we will do onboarding. Next month we will preview a data set. In November we will talk though how this Council will interact with other DHS E&I efforts and offices.Give feedback to the Secretary and Deputy Secretary.Subject to open meeting laws.Operations<ul style="list-style-type: none">Support agency E&I plan.How do you interact with the Equity & Inclusion Officer?<ul style="list-style-type: none">Racheal is a non-voting member and advisor.Her role is to research specific items the Council is interested in and help interpret what the DOA workforce analysis says.How committee interacts with agency leadership<ul style="list-style-type: none">Support and assist E&I programs within DHS given existing structures.Advise Secretary on barriers identified by the workforce analysis.How does DOA Division of Personnel Management (DPM) Bureau of Equity & Inclusion (BEI) fit in?<ul style="list-style-type: none">They establish the overall governance.	12:42 – 12:55 PM

<ul style="list-style-type: none">○ They meet quarterly as a community of practice for equity and inclusion officers.○ Racheal can connect us with other agencies if we want to see what they are doing.	
Public Comments <ul style="list-style-type: none">• No public comments were received	12:55 – 12:55 PM
Future Meetings <ul style="list-style-type: none">• Next month: Review dashboard of draft equity and inclusion metrics.• Monthly meetings until the end of 2024, then every other month in 2025.• October 22, 2024 – next meeting• Adjourn:<ul style="list-style-type: none">○ Motion: Deb Standridge○ Second: Kirsten Johnson○ All approve	12:55 – 12:57 PM

Prepared by: Donna Wong on 9/12/24.

These minutes are in draft form. They will be presented for approval by the governmental body on: October 22, 2024