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**VIRTUAL/TELECONFERENCE**  
**EQUITY AND INCLUSION ADVISORY COMMITTEE**  
**Virtual, 4822 Madison Yards Way, Madison, WI 53705**  
**Contact: Colleen Uhlenkamp, (608) 266-2112**  
**February 19, 2025**

*The following agenda describes the issues that the Advisory Committee plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Committee.*

**AGENDA**

**11:00 AM**

**CALL TO ORDER – ROLL CALL**

- A. Adoption of Agenda (1)**
- B. Approval of Minutes of January 15, 2025 (2-3)**
- C. Introductions, Announcements, and Recognition**
- D. Administrative Matters**
  - 1) Subcommittee Delegations and Scheduling – Discussion and Consideration
- E. Bylaw Amendment Draft – Discussion and Consideration**
- F. Strategic Plan Updates**
  - 1) Mentorship Program Subcommittee (Uhlenkamp) – Discussion and Consideration
  - 2) Equity and Inclusion Culture and Recruitment Subcommittee (Petzel) – Discussion and Consideration
- G. Equity and Inclusion Officer Update**
- H. Public Comments**

**ADJOURNMENT**

**NEXT MEETING: MARCH 19, 2025**

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MEETINGS ARE OPEN TO THE PUBLIC AND MAY BE CANCELLED WITHOUT NOTICE. Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the agenda, please visit the Department website at <https://dsps.wi.gov>. The body may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of any agenda item may be changed by the body for the convenience of the parties. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer or reach the Meeting Staff by calling 608-267-7213.

**VIRTUAL/TELECONFERENCE  
EQUITY AND INCLUSION ADVISORY COMMITTEE  
MEETING MINUTES  
JANUARY 15, 2025**

**PRESENT:** Jon Bechard, Quinn Buczakowski, James Horton, Kelly Kirnberger, Katie Petzel (co-chairperson), Ashley Sarnosky (secretary), Monique Spencer, Colleen Uhlenkamp (co-chairperson), Charlene Vogt

Also Present: Regina Howard, Donna Moreland

**ABSENT:** Katrina Cardin

**CALL TO ORDER**

Katie Petzel Co-Chairperson, called the meeting to order at 11:01 a.m. A quorum of eleven (11) members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** Colleen Uhlenkamp moved, seconded by Monique Spencer, to adopt the Agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF NOVEMBER 15, 2024**

**MOTION:** Colleen Uhlenkamp moved, seconded by Kelly Kirnberger, to approve the Minutes of November 15, 2024 meeting, as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF DECEMBER 18, 2024**

**MOTION:** Colleen Uhlenkamp moved, seconded by Monique Spencer, to approve the Minutes of December 18, 2024 meeting, as published. Motion carried unanimously.

**INTRODUCTIONS, ANNOUNCEMENTS AND RECOGNITION**

**Recognition: Emily Latham, Committee Member**

**MOTION:** Katie Petzel moved, seconded by Colleen Uhlenkamp, to recognize and thank Emily Latham for their years of dedicated service to the Committee and State of Wisconsin. Motion carried unanimously.

**BYLAW AMMENDMENT INTRODUCTION**

**DISCUSSION:** Amendments were presented and discussed.

**ADJOURNMENT**

**MOTION:** Colleen Uhlenkamp moved, seconded by James Horton, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:35 a.m.

DRAFT