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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**  
**April 17, 2026**

*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**

**9:00 AM**

**CALL TO ORDER – ROLL CALL**

- A. Adoption of Agenda (1)**
- B. Approval of Minutes of February 20, 2026 (2)**
- C. Introductions, Announcements, and Recognition**
- D. Administrative Matters**
  - 1) Subcommittee Delegations and Scheduling – Discussion and Consideration
- E. Strategic Plan – Discussion and Consideration**
  - 1) Mentorship Program Subcommittee Report (Uhlenkamp) **(3-6)**
  - 2) Equity and Inclusion Culture and Recruitment Subcommittee Report (Petzel)
- F. Equity and Inclusion Officer Update**
- G. Public Comments**

**ADJOURNMENT**

**NEXT MEETING: JUNE 12, 2026**

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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://dps.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  
FEBRUARY 20, 2026**

**PRESENT:** Sofia Anderson, Melinda Boyle-Prior, Quinn Buczakowski (*arrived at 9:09 a.m.*), Kelly Kirnberger, Katie Petzel (co-chairperson), Ashley Sarnosky (secretary), Monique Spencer, Colleen Uhlenkamp (co-chairperson), Charlene Vogt

Also Present: Jessica Catlin, Regina Howard

**ABSENT:** Katrina Cardin

**CALL TO ORDER**

Katie Petzel, Co-Chairperson, called the meeting to order at 9:01 a.m. A quorum of eight (8) was confirmed.

**ADOPTION OF AGENDA**

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

**APPROVAL OF MINUTES OF DECEMBER 17, 2025**

**MOTION:** Kelly Kirnberger moved, seconded by Monique Spencer, to approve the Minutes of December 17, 2025 meeting, as published. Motion carried unanimously.

*Quinn Buczakowski arrived at 9:09 a.m.*

**ADJOURNMENT**

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

The meeting adjourned at 9:18 a.m.

## DSPS Mentorship Program

### **Goals**

1. Increase interpersonal engagement amongst employees
2. Promote diversity and inclusion
3. Attracting and retaining top talent
4. Building up future leaders and high potential employees

### **Mission Statement:**

To foster the value of diversity, equity, and inclusion in the workplace that allows all employees to facilitate knowledge sharing, skill development, and career advancement for the purpose of pursuing and retaining careers in state service through mentoring and continued support for advancement and growth in Wisconsin.

### **Design Roadmap:**

Who are our target mentees?

1. Probationary employees – include with agency onboarding
2. Self/Supervisor nominations

Who are our target mentors?

1. Self/Supervisor nominations
2. Post-Probationary employees
3. Employees with strong communication skills
4. Employees who have the willingness and availability to help

Process for matching mentors and mentees?

1. Self/Supervisor nominations
2. Similar to parking stall share process
3. Division and cross division match-ups

Key Motivators and Developmental Goals

1. Guidance through probationary period
2. Roadmap to state employment
3. Leadership guidance

## Mentor/Mentee Check-ins

1. Cornerstone learning center trainings with application process
2. Encourage regular mentor/mentee check-ins
3. Regular DSPS follow-up check-ins with mentor/mentees

## Mentorship Program Application Forms (Microsoft Forms)

- DSPS\_Team\_EIAC
- Mentee Interest Application: DSPS Mentorship Program
  1. Full Name
  2. Are you submitting this Mentorship Program Interest Application on behalf of yourself?
  3. If you are submitting this Mentorship Interest Application on behalf of someone else, who are you submitting it for? (Please answer the rest of the Application questions for this individual and not yourself.)
  4. What is your DSPS email address?
  5. What is your job title?
  6. Who is your supervisor? Please make sure you have had a conversation with your supervisor about participating in the Mentorship program prior to submitting this form.
  7. What division do you work for? (Checkboxes)
    - DIS
    - DLSC
    - DPCP
    - DPD
    - DPM
    - OOS
  8. How long have you been in your current role? Are you still on probation?
  9. Do you want a mentor from:
    - Your division
    - A different division
    - It doesn't matter
  10. How much time will you be able to commit to the mentor-mentee relationship?
    - Once a week
    - Once a month
    - Once a quarter

- Other. Please specify below.
11. If you selected "Other" in Question 10 above, please specify below.
  12. Why would you like to be a mentee? What are you hoping to gain or accomplish as a mentee?
  13. Describe experiences you have with encouraging and promoting the ideas and work of diversity, equity, and inclusion.
  14. What would you say are your three greatest strengths?
- Mentor Interest Application: DSPP Mentorship Program
1. Full Name
  2. What is your DSPP email address?
  3. What is your job title?
  4. Who is your supervisor? Please make sure you have had a conversation with your supervisor about participating in the Mentorship program prior to submitting this form.
  5. What division do you work for? (Checkboxes)
    - DIS
    - DLSC
    - DPCP
    - DPD
    - DPM
    - OOS
  6. How long have you worked for the state of Wisconsin?
  7. What experience do you have mentoring another person, formally or informally.
  8. Do you want a mentor from:
    - Your division
    - A different division
    - It doesn't matter
  9. How much time will you be able to commit to the mentor-mentee relationship?
    - Once a week
    - Once a month
    - Once a quarter
    - Other. Please specify below.
  10. If you selected "Other" in Question 9 above, please specify below.
  11. Describe experiences you have with encouraging and promoting the ideas and work of diversity, equity, and inclusion. Describe experiences you have

with encouraging and promoting the ideas and work of diversity, equity, and inclusion.

12. What would you say are your three greatest strengths?

13. Why would you like to be a mentor? What are your goals as a mentor?