

VILLAGE OF MCFARLAND

Diversity, Equity, and Inclusion Committee Minutes

Monday, October 17, 2022 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Trustee Stephanie Brassington called the regular meeting of the Diversity, Equity, and Inclusion Committee to order at 6:04 PM in the Community Room.

Members present: Stephanie Brassington, Angela Bazan, Monica Bruce, Mona Nelson, Edward Wreh

Members not present: Maya Thompson

Staff Present: Stephanie Miller, Andrea Anderson, Cassandra Suettinger

2. PUBLIC APPEARANCES.

No public appearances.

- a. *This is an opportunity for members of the public to address the Diversity, Equity, and Inclusion Committee. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the Committee may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the Committee for their consideration. Members of the public who are present in person and wish to address the Committee should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to communications@mcfarland.wi.us to be included as part of the meeting.*

3. APPROVAL OF MINUTES.

- a. *Motion to approve the minutes of the August 15, 2022 meeting.*
Motion by Village Trustee Stephanie Brassington, seconded by Member Angela Bazan, to approve the minutes of the August 15, 2022 meeting. Motion carries 5 - 0 - 0 by acclamation.

4. BUSINESS.

- a. *Discussion on DEI S.M.A.R.T. Goals report related to improving staff support.*
Andrea Anderson presented a Venn diagram based on recruitment and retention, and how those topics overlap with the Village's hiring processes. During this walk-through and discussion, DEI members brought up the following questions and/or suggestions:

Recruitment - Blind resume review and scoring

Monica Bruce suggested adding a question, "what is your experience with DEI initiatives?"

Recruitment - Job postings and expanded reach

After Anderson presented a list of where jobs can be posted, members provided other

suggestions, such as Urban League, GARE, and physical advertisements. Mona Nelson asked to consider internships, as it can help expand and broaden recruitment outside of McFarland and target the younger population (Ex: MATC). Concerns regarding this, though, included transportation. Monica Bruce mentioned City of Madison's Affirmative Action Student Professionals in Residence (AASPIRE) internship as an example.

Retention

Ed Wreh suggested that "advancement of demographics" be added.

Recruitment and Retention - Data collection

Monica Bruce asked how this will be evaluated over time to help the Village see what is and is not working in this process.

No action was taken.

- b. Discussion and action to schedule a joint meeting with the Personnel Committee to advance revisions to the Personnel Policy Manual as applicable to the DEI S.M.A.R.T. Goals.

Cassandra Suettinger provided a brief overview of what the Personnel Committee has been working on so far regarding the Personnel Policy Manual and how these changes relate to the DEI S.M.A.R.T. goals. She requested that the next, regularly scheduled DEI meeting be held as a joint meeting with the Personnel Committee to go through such topics.

The DEI Committee agreed to hold a joint meeting on November 21, 2022.

No formal action was taken.

- c. Update on Land Acknowledgement initiatives for McFarland.

Stephanie Miller gave a brief update on the next steps in working toward a Land Acknowledgement for the Village. She will be acting as a liaison between the Village and the Indigenous Working Group (members: Aaron Tarnutzer, Samantha Zeilenga, Tamie Klumpyan, and Brian Ward) in McFarland. They will meet soon to discuss the goals and planning for an event that will take place next year, most likely during the McFarland Community Festival, as it brings many community members together for inclusion and awareness.

No action was taken.

5. SCHEDULE NEXT MEETING DATE.

- a. Joint meeting with Personnel Committee – Monday, November 21st at 6 p.m. in the McFarland Municipal Center Community Room.

6. ADJOURNMENT.

Motion by Member Angela Bazan, seconded by Member Monica Bruce, to adjourn at 6:55 PM.

Pursuant to law, written notice of this meeting was given to the public and posted on the

public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Stephanie R. Miller
Director of Communications and Technology