

VILLAGE OF MCFARLAND

Diversity, Equity, and Inclusion Committee Minutes

Monday, September 18, 2023 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Stephanie Brassington called the regular meeting of the Diversity, Equity, and Inclusion Committee to order at 6:00 PM in the Community Room of the McFarland Municipal Center.

Members present: Stephanie Brassington, Edward Wreh, Angela Bazan, Monica Bruce, Mona Nelson (joined at 6:02 pm), and Miguel Pena.

Members not present: Ryli Brown.

Staff Present: Village Administrator Matt Schuenk and HR Generalist Andrea Anderson.

2. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Diversity, Equity, and Inclusion Committee for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Committee about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. 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. When you are called upon to speak, state your name, address, and provide your comments to the Committee for their consideration. 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.*

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.

No comments were provided.

3. BUSINESS.

- a. *Discussion and action to make a recommendation to the Village Board regarding the position description for a Diversity, Equity, and Inclusion position.*

Village Staff present provided an overview of the proposed position description for the creation of a new position of Diversity, Equity, and Inclusion (DEI) Specialist. This was follow up from the last review by Committee that took place back in July and included updates on changes based on the feedback provided. The proposed draft was discussed and reviewed by Committee members in order to provide back to the Village Board for their consideration to begin the recruitment this Fall. Following discussion, a motion was made Bazan, seconded by Nelson to recommend approval to the Village Board regarding the position description for a Diversity, Equity, and Inclusion (DEI) Strategist. Motion carried 6 - 0 - 0.

4. SCHEDULE NEXT MEETING DATE.

a. Monday, October 16, 2023 at 6:00 pm.

5. ADJOURNMENT.

Motion by Wreh, second by Nelson, to adjourn at 7:00 pm. Motion carried 6 - 0 - 0.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin board in accordance with Open Meetings Law.

Respectfully submitted,
Matthew G. Schuenke
Village Administrator