MEMBERS PRESENT: Jason VanWormer, Dennis Sturtevant, Richard Stevens, Justin Rhodes, Ken Kaminski, Latrisha Sosebee, Grace Thuo, Zoe Post, Alex Valentine

MEMBERS ABSENT: Angie Sanborn

The meeting was convened at 11:32.

INTRODUCTIONS

The group welcomed Mr. VanWormer to the Diversity, Equity, and Inclusion committee and introduced themselves.

APPROVAL OF MINUTES

Minutes of the Diversity, Equity, and Inclusion Council meeting of January 4, 2021 were approved unanimously.

Ms. Valentine presented a document outlining the goals and the proposed action items as a tool to review the work plan. The committee revised and added additional action items under Goal 1. Ms. Valentine will make these changes in the work plan for the committee to review at the next committee meeting.

REVISIONS

The following revision were made to the action items in Goal 1.
- Human Resources will be the responsible department to plan organization-wide events under sub-goal 1A.
- Ms. Thuo, Ms. Sosebee, and Mr. Rhodes will review the action item under sub-goal 1D1 to revise the language and present those changes at the next committee meeting.

ADDITIONS

The following additions were made to the action items in Goal 1.
- Under Sub-goal 1B Human Resources will use the annual employee survey and any additional survey to measure engagement and program effectiveness.
- In addition to the Community Building and Engagement department’s action item under Goal 1C, the Governance Committee and Human Resources will collaborate with Community Building and Engagement to accomplish the sub-goal.
- Ms. Sosebee, Mr. Rhodes, Ms. Valentine, and Ms. Post will add action items to sub-goal 1D2 outlining current and future communication tools.
- Under sub-goal 1D3 the DEI Committee will be responsible to accomplish this sub-goal.
- Two items were added to the Governance Committee’s responsibility under sub-goal 1D4 to incorporate the goals of this plan into the strategic planning process and to develop a DEI Committee description.

SMART GOALS

The committee came to a consensus that action items should be sent back to the committee or department for revision if they do not fall within the definition of a SMART goal.
<table>
<thead>
<tr>
<th>NEXT MEETING</th>
<th>The next Diversity, Equity, and Inclusion Council Meeting will be held on March 1, 2021 (subject to change)</th>
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<tbody>
<tr>
<td>ADJOURNMENT</td>
<td>The meeting was adjourned 1:03 PM.</td>
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