**State Council on Affirmative Action - Meeting Agenda**

**May 16, 2019 (9:30 am - 11:30 am)**

**Location: DOA Bldg, 101 E. Wilson Street, Room 4C, 4th Floor**

**Teleconference number: (608) 282-3511**

**Note Taker: Nicole Guardiola/Lisa Mortenson**

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| **Item 1: Welcome and Introductions** | | | | **Action Items/ Notes** |
| **Method**  Round Robin | **Time: 9:30-9:35** | **Person(s) Responsible**  All | **Desired Outcome**  Introduction, overview of agenda items, and planning |
| **Item 2: Update on Council Membership** | | | | **Action Items/ Notes** |
| **Method**  Information | **Time: 9:35-9:45** | **Person(s) Responsible**  Adin | **Desired Outcome**  Provide update on membership |
| **Item 3: BEI Updates** | | | | **Action Items/ Notes** |
| **Method**  Information | **Time: 9:45-10:00** | **Person(s) Responsible**  Jennifer/Nicole | **Desired Outcome**  Update about EEO/AA |
| **Item 4: Diversity Awards Promoting** | | | | **Action Items/ Notes** |
| **Method**  Diversity Awards Promoting | **Time:**  10:00 – 10:30 AM | **Person(s) Responsible**  Adin and Corinda lead | **Desired Outcome**  Determine a Promotional Plan of Action |
| **Item 5: Diversity Awards Planning** | | | | **Action Items/ Notes** |
| **Method**  Diversity Awards Planning | **Time:**  10:30 – 11:00 AM | **Person(s) Responsible**  Adin and Corinda lead | **Desired Outcome**  Determine a Plan |
| **Item 6: Other Items** | | | | **Action Items/ Notes** |
| **Method**  Other Items | **Time:**  11:00-11:25 | **Person(s) Responsible**  All | **Desired Outcome** |
| **Item 7: Wrap up/ Next Steps/ Adjourn** | | | | **Action Items/ Notes**  **Method** |
| **Method**  Recap | **Time: 11:25 – 11:30** | **Person(s) Responsible**  Adin | **Desired Outcome**  Group understanding of Action Items/ next steps |

**State Council on Affirmative Action (SCAA) - Roster**

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| 1. Shiva Bidar - Sielaff | 1. Joni Mathews |
| 1. Fabiola Hamdan | 1. Patricia Matthews |
| 1. Lisa Mortenson | 1. Adin Palau |
| 1. Nia Trammell, Esq. | 1. Corinda Rainey-Moore |
| 1. Alenka Dries | 1. Karen Nelson |

**Future SCAA Meetings**

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| **Event** | **Date and Time** | **Location** |
| SCAA Meeting | July 18 (9:30 – 11:30am) | 101 East Wilson St. (Room 4C) |
| SCAA Meeting | September 19 (9:30 - 11:30am) | 101 East Wilson St. (Room 4C) |
| Diversity Awards | October 24 (12:00 – 2:30 pm) | State Capitol (Senate Parlor) |
| SCAA Meeting | November 21 (9:30 - 11:30am) | 101 East Wilson St. (Room 4C) |