

## 1 - Working Group Members

| Name               |   | Name              |   | Name                |   |
|--------------------|---|-------------------|---|---------------------|---|
| Alicia Michalak    | X | Erica Wallingford | X | Maggie Freeman      |   |
| Amy Browder        | X | Jan Aspelund      |   | Patricia Williams   | X |
| Cassandra Casanova | X | Jessica Chapa     |   | Rebekah Purget      |   |
| Charlotte Banks    |   | Jody Ramirez      | X | Scott Bauer         | X |
| Claudia San Miguel |   | Joni Foster       |   | Tammi Thompson      |   |
| Deeps Vyas         |   | Joy Bading        | X | Tina Flores-Nevarez | X |
| Elvia Oliva        |   | Lori Marrs        | X | Warren Pitt         |   |

## 2 - Discussion Areas

- Staffing changes in Workday Service
- Competency change for some members for Annual Review templates. Are changes needed to Initial and/or Ad Hoc review templates?
- Request was sent to HROs for a representative for the Succession Planning Working Group. This group will make decisions on values and initial set up of processes.
- Propose changing meeting time to every other month.

## 3 - Decisions

- None on the call expressed a need for updates to Initial or Ad Hoc reviews.
- Meetings will be rescheduled to every other month.

## 4 - Action Items

- **Workday Services:** Send follow up email about Initial and Ad Hoc reviews
- **Workday Services:** Send updated invitation for working group meetings

## 5 - Next Meeting

- June 8, 2023