



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Draft AFFIRMATIVE ACTION COMMISSION

Tuesday, July 12, 2016

5:00 PM

Madison Municipal Building
215 Martin Luther King Jr. Blvd., Room LL-120
Madison, WI 53703

1. CALL TO ORDER / ROLL CALL

Present: Ketcham, Moze, Cudaback, Sorensen, Kuhn, McInnis, McGilligan

Absent: Mosley, Fitzgerald

Excused: Eskrich, Rush

Staff: Gloria Reyes, Norman Davis, Kate McCarthy

Guests: Sarah Edgerton, Al Larson, Alder. Bidar-Sielaff

Ketcham called the meeting to order at 5:09pm.

2. APPROVAL OF MINUTES

A motion was made by McGilligan, seconded by McInnis to approve the minutes. The motion passed by voice vote/other.

3. PUBLIC COMMENT

None.

4. DISCLOSURES AND RECUSALS

None.

REFERRALS FROM COMMON COUNCIL

5. [34666](#) Prohibiting the use of machine translation for official City of Madison communications, including the City website.
- Alder Bidar-Sielaff provided her background and knowledge related to language access. She reported on how the resolution was started and what her concerns are with machine translation. Bidar-Sielaff reported on the need to have a comprehensive language plan that provides other alternatives than just written translations. There was discussion between the Commissioners about the positive and negative aspects of machine translations.**
- A motion was made by Sorensen, seconded by McInnis, to recommend to council to adopt-report of officer, with an additional WHEREAS clause and a THEREFORE, BE IT FURTHER RESOLVED clause. The language for those clauses are:**
- WHEREAS, machine translation is the translation of text by a computer software, with no human involvement and can be referred to as automated translation, automatic translation or instant translation,**
- THEREFORE, BE IT FURTHER RESOLVED, that the Department of Civil Rights will review its language access plan through appropriate committess and community engagement. Such plan will be presented at to the Common Council by June 2017, with an update to Common Council in December 2016.**
- The motion passed by the following vote: Ketcham-Aye, Moze-No, Cudaback-Aye, Sorensen-Aye, Kuhn-No, McInnis-Aye, McGilligan-Abstain.**
6. [42844](#) Creating Section 39.02(9)(a)2.j. and amending Section 39.02(9)(c) of the Madison General Ordinances to exempt certain contracts with public utilities from the City's affirmative action contract compliance requirements.
- Al Larson provided background information of contracts between the City and utility companies. He discussed the way rates are assigned and how they can be reduced, saving the City money. A motion was made by Sorensen, seconded by McGilligan to recommend to council to adopt-report of office. The motion passed. The results of the roll call were: Ketcham-No, Moze-Aye, Cudaback-No, Sorensen-Aye, Kuhn-Aye, McInnis-Aye, McGilligan-Aye.**

PRESENTATIONS

7. [43345](#) DCR AASPIRE Intern Project Presentation
- The DCR AASPIRE Intern was not at the meeting to give a presentation.**

DISCUSSION/ACTION ITEMS

8. [39652](#) Contract Subcommittee Discussion Items
- None.**

9. [42868](#) Appointing a Member of the Affirmative Action Commission to the Martin Luther King Jr. Humanitarian Award Commission
Ketcham volunteered to serve on the Commission.

10. [42457](#) Topics and Location for 2nd Quarter Public Meeting
A motion to table this item was made by McInnis, seconded by Sorensen. The motion passed by voice vote/other.

REPORTS

11. [33325](#) Report from the Common Council
Alder. Eskrich was not present, so no report was given.
12. [33326](#) Report from the Director of the Department of Civil Rights
Reyes was not present at the time of this report, so none was given.
13. [33327](#) Report from the Affirmative Action Division Manager
Davis reported on the upcoming hires to be made in the Department and the status of each process. He also reported on current projects, including: the completion of the Report-A-Problem page, DCR advertisements in Metro buses, and the annual \$25,000 default process.

14. **FUTURE TOPICS FROM THE FLOOR**

None.

15. **ANNOUNCEMENTS**

The Commissioners were reminded of the 10th Anniversary Celebration for the Department of Civil Rights on Monday, July 18th, 2016.

16. **ADJOURNMENT**

A motion to adjourn was made by McInnis, seconded by Sorensen. The motion passed by voice vote/other and adjourned at 7:13pm.