



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Approved COMMON COUNCIL ORGANIZATIONAL COMMITTEE

Tuesday, August 5, 2008

4:30 PM

210 Martin Luther King, Jr. Blvd.
Room 103A (City-County Building)

CALL TO ORDER / ROLL CALL

Present: 4 -

Mark Clear; Satya V. Rhodes Conway; Robbie Webber and Michael Schumacher

Excused: 4 -

Tim Bruer; Brenda K. Konkell; Judy Compton and Michael E. Verveer

Others Present: Lt. Joe Balles (MPD), Rich Beadles (IT), Rosemary Lee, Janet Piraino (Mayor's Chief of Staff), Rachel Strauch-Nelson (Mayor's Assistant) and Brad Murphy (Planning Unit Director)

Ald. Mark Clear called the meeting to order at 4:35 p.m.

APPROVAL OF MINUTES

A motion was made by Ald. Robbie Webber, seconded by Ald. Michael Schumacher to approve the minutes. The motion passed by voice vote/other.

PUBLIC COMMENT

There was no public comment.

Ald. Michael Schumacher moved to table agenda item number 3 (Legislative File No. 10158), seconded by Ald. Robbie Webber. Motion passed.

UPDATE/DISCUSSION ITEMS

08325

Update: CCOC Subcommittee on Committee Creation and Committee Rules

Attachments:

[December 6, 2007 minutes](#)
[December 19, 2007 minutes](#)
[January 17, 2008 minutes](#)
[January 31, 2008 minutes](#)
[February 28, 2008 minutes](#)
[March 13, 2008 minutes](#)
[March 27, 2008 minutes](#)
[April 3, 2008 minutes](#)
[May 1, 2008 minutes](#)
[June 5, 2008 minutes](#)
[July 3, 2008 minutes](#)
[July 9, 2008 minutes](#)
[Registration Statement: Rosemary Lee](#)
[Brad Murphy Memo dated 8/4/08](#)

Ald. Satya Rhodes-Conway, chair, provided an update. The subcommittee has one more meeting scheduled at which they will discuss appointments, staff committees, training and review and approve their final report. Then the final report and attachments will be referred to CCOC. She also anticipated that there will be two ordinance revisions.

Registration:

Rosemary Lee, 111 W. Wilson Street: Neither Supported/Opposed, Spoke

Rosemary Lee was shocked to read the June 5, 2008 minutes. The city already provided clear and detailed information on committees on the website.

Brad Murphy distributed a memo dated 8/4/08 entitled, "Comments on Making the Development Assistance Team Subject to Public Meeting Requirements".

Ald. Satya Rhodes-Conway asked that Mr. Murphy send the memo to the subcommittee also.

Present: 5 -

Mark Clear; Brenda K. Konkel; Satya V. Rhodes Conway; Robbie Webber and Michael Schumacher

Excused: 3 -

Tim Bruer; Judy Compton and Michael E. Verveer

[09001](#)

Update: CCOC Subcommittee to Review City Hiring Practices and Policies

Attachments: [January 29, 2008 minutes](#)
[February 28, 2008 minutes](#)
[March 12, 2008 minutes](#)
[March 27, 2008 minutes](#)
[April 23, 2008 minutes](#)

Ald. Michael Schumacher provided an update. He did not anticipate any more meetings (maybe one more) and Council staff will pull pieces together to draft a report to be forwarded to CCOC.

REFERRALS FROM COMMON COUNCIL

[10158](#)

SUBSTITUTE - Adopting a policy regarding the use of security cameras by City agencies and directing agencies which use cameras to file their policies with the City Clerk's Office by September 15, 2008.

Sponsors: Brenda K. Konkel and Marsha A. Rummel

Attachments: [10158 Original Resolution](#)
[adhocfinalrpt.pdf](#)
[survey.pdf](#)
[surveysummary2.pdf](#)
[surveysummary2.pdf](#)
[2ndsurveysummary.pdf](#)
[zilavymemo.pdf](#)
[VIDEO CAMERA POLICIES.pdf](#)
[followupsurveysummary2.pdf](#)
[MPD video camera map](#)

Adopt substitute resolution.

A motion was made to take this item off the table.

Ald. Brenda Konkel reviewed the history of the video camera policy. The Ad Hoc Committee on Security Cameras Final Report and Recommendations was adopted by the Common Council on 6/15/04. The recommendation that the Mayor draft an APM on the use of security cameras was never done. Ald. Brenda Konkel drafted this resolution to adopt the policy recommended by the report and to direct agencies to file policies with the City Clerk's Office.

A motion was made by Konkel, seconded by Webber, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER.

Lt. Joe Balles from the Madison Police Department and Rich Beadles from the Information Technology Department were available to answer questions. Lt. Balles noted that the MPD was unaware that recommendations had been adopted in 2004. He recently attended a conference in San Diego and a seminar on video surveillance (Lt. Balles provided a copy of the booklet on guidelines for public video surveillance to Ald. Brenda Konkel and noted that

many of the recommendations were contained in the subcommittee's 2004 report). Lt. Balles also provided a map of the general areas where the eight surveillance cameras were installed. The MPD is in the process of drafting their policy on security cameras and video surveillance and he would ask Capt. Mary Schauf to provide Ald. Brenda Konkel with a copy.

It was noted that IT is involved with security cameras and Ald. Brenda Konkel asked Rich Beadles how IT would be notified if policies are filed. Ald. Mark Clear asked if filing policies with camera locations would compromise security (particularly if the policies are posted on-line). Lt. Balles stated that the MPD is conducting surveillance in public spaces and the city should be open with that information.

Ald. Brenda Konkel moved an amendment, seconded by Ald. Satya Rhodes-Conway to add the following language:

BE IT RESOLVED, that agencies which use video cameras should file their policies with the City Clerk's Office by OCTOBER 15, 2008 (vs. September 15, 2008)

Add BE IT FINALLY RESOLVED, prior to purchasing new cameras, policies should be reviewed by the Information Technology Department.

Ald. Satya Rhodes-Conway moved an amendment to add the following language:

The policy must be on file **AND AVAILABLE TO THE PUBLIC FOR REVIEW** with the Clerk within 30 days of implementation of the video cameras/electronic image recording system.

The language amendment was considered friendly.

Ald. Brenda Konkel requested that a subcommittee be formed in January 2009 after this resolution was passed and the policies were on file. The subcommittee would review any changes that needed to be made or address any problems with the policies/filing process. She also requested that the Madison Police Department and Information Technology staff assist the subcommittee. Ald. Brenda Konkel requested that this appear on the January 2009 CCOC agenda.

The main motion, as amended, passed by voice vote/other.

UPDATE/DISCUSSION ITEMS

[09374](#)

Update: AASPIRE Intern - Summer 2008

Attachments: [AASPIRE Intern Recruitment Answers](#)

Lisa Veldran noted that she had sent a short survey to the alders that had utilized the services of the AASPIRE Intern in the Common Council office. Ten

Council members used the intern for a total of 21 research projects.

Suggestions for next internship:

*Ask for writing sample. Written product needs more thoroughness/level of detail.

*Provide a clearer idea/select projects ahead of time.

*More face-to-face contact.

CCOC members concurred that the Council Office should consider the AASPIRE Internship program for next year.

[11518](#)

Discussion Item: 2009 Proposed Common Council Meeting Dates

Attachments: [2nd Draft 2009 Council Meetings](#)
[1st Draft 2009 Meeting Dates](#)

Lisa Veldran provided CCOC members with a draft of 2009 Common Council meeting dates.

CCOC requested that the 2008 Common Council budget meeting date times all start at 5 p.m. Council staff will draft a resolution for the 9/2/08 Council meeting for adoption.

CCOC members requested that the 2009 Common Council budget dates be rescheduled to:

Thursday, November 5, 2009 at 5 p.m.
Tuesday, November 10, 2009 at 5 p.m.
Thursday, November 12, 2009 at 5 p.m.

Lisa Veldran suggested that these changes be discussed with the City Comptroller before they are finalized.

FUTURE AGENDA ITEMS

There were no future agenda items suggested by CCOC members.

ADJOURNMENT

A motion was made by Ald. Michael Schumacher, seconded by Ald. Satya Rhodes-Conway, to adjourn. The motion passed by voice vote/other. The meeting adjourned at 5:38 p.m.