



# City of Madison

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

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Tuesday, March 5, 2013

4:30 PM

210 Martin Luther King, Jr. Blvd.  
Room 108 (City-County Building)

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### CALL TO ORDER / ROLL CALL

**Present:** 6 -

Shiva Bidar-Sielaff; Paul E. Skidmore; Satya V. Rhodes-Conway; Sue Ellingson; Tim Bruer and Lauren Cnare

**Excused:** 2 -

Chris Schmidt and Matthew J. Phair

**Others Present:** Paul Kronberger, David Faust, Sarah Edgerton, Heather Allen, Anne Monks, Ald. Anita Weier, Rosemary Lee and Sally Miley

Ald. Shiva Bidar-Sielaff, chair, called the meeting to order at 4:32 p.m.

### APPROVAL OF MINUTES

A motion was made by Ald. Tim Bruer, seconded by Ald. Paul Skidmore, to approve the minutes from the February 5, 2013 Common Council Organizational Committee meeting. The motion passed by voice vote/other.

### PUBLIC COMMENT

There was no public comment.

### DISCLOSURES AND RECUSALS

There were no disclosures or recusals from the members present.

Ald. Matt Phair arrived at 4:35 p.m. Ald. Chris Schmidt arrived at 4:37 p.m.

**Present:** 8 -

Shiva Bidar-Sielaff; Chris Schmidt; Paul E. Skidmore; Satya V. Rhodes-Conway; Sue Ellingson; Tim Bruer; Matthew J. Phair and Lauren Cnare

## REFERRAL FROM COMMON COUNCIL

[28935](#)

Approving an amended schedule of 2013 Common Council meeting dates and times.

**Sponsors:** Shiva Bidar-Sielaff and Chris Schmidt

**Attachments:** [2013 Amended Common Council Meeting Schedule.pdf](#)

**Ald. Shiva Bidar-Sielaff explained that the changes to the 2014 budger deliberations were necessitated by the NLC Annual Conference occurring the same week of the original budget deliberations.**

**A motion was made by Ald. Tim Bruer, seconded by Ald. Sue Ellingson, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**

## APPOINTMENTS

[29172](#)

Appointments to Legislative Agenda Work Groups - Ald. Shiva Bidar-Sielaff, Council President

Council Legislative Agenda Work Group: Alternative Revenues

Goal: The Common Council is seeking to build financial stability by exploring alternatives to traditional sources of income for the City of Madison.

Ald. Mark Clear (chair), District 19

Ald. Steve King, District 7

Ald. Larry Palm, District 15

Council Legislative Agenda Work Group: Demographics

Goal: The Common Council is working to maximize the quality of life for all Madison residents by planning for demographic shifts. Madison will attract and retain residents by tailoring City services and operations to address the needs of its changing population.

Ald. Scott Resnick (chair), District 8

Ald. Lauren Cnare, District 3

Ald. Anita Weier, District 18

Ald. Matt Phair, District 20

**A motion was made by Ald. Satya Rhodes-Conway, seconded by Ald. Sue Ellingson, to approve the appointments. The motion passed by voice vote/other.**

**ACTION/DISCUSSION ITEMS**

**29193**

Adopt Rules of Procedure for when the CCOC acts as the Administrative Review Board under MGO 9.49 and set date for first meeting date.

**Attachments:** [DRAFT Administrative Review Board Procedures CCOC 2013.pdf 24226.pdf](#)

**Registrations:**

Rosemary Lee, 111 W. Wilson St, Spoke, Neither Support/Oppose

Ms. Lee indicated that the Council was denying citizens a role in serving on a committee. She stated that having only elected officials serve on this committee would make it political and that there were citizens who were competent and willing to serve on this committee.

Ald. Shiva Bidar-Sielaff noted that the ordinance had been adopted by the Council and the issue before the CCOC was to develop and adopt the rules of the Administrative Review Board. Staff requested that this be referred so that they had more time to develop the rules.

A motion was made by Ald. Satya Rhodes-Conway, seconded by Ald. Tim Bruer, to re-refer to the COMMON COUNCIL ORGANIZATIONAL COMMITTEE and should be returned by 5/7/2013. The motion passed by voice vote/other.

**29195**

Discussion Item: Process Changes to Protect Personally Identifiable Information

**Attachments:** [City Clerk's Security Breach Response 3/5/13.pdf](#)

**Registration:**

Rosemary Lee, 111 W. Wilson Street, Spoke, Opposed

Maribeth Witzel-Behl was not present. Lisa Veldran offered to find her.

Motion to recess, Ald. Chris Schmidt, seconded by Ald. Matt Phair. Motion was approved.

Motion to come out of recess, Ald. Satya Rhodes-Conway, seconded by Ald. Matt Phair. Motion was adopted.

Rosemary Lee noted that she was at the last ALRC meeting and members did not have a full packet of information for the meeting. She was concerned that ALRC members had incomplete meeting packets and were not able to make informed decisions on licenses before them.

Ald. Shiva Bidar-Sielaff stated that she had placed this item on the agenda so that the following could be addressed: 1. Changes to the ALRC packets and, 2. Potential changes to committee members information being available on the city's website (email addresses). She was concerned that the changes being implemented or considered were being made without any input from the Common Council.

City Attorney May noted that CCOC members had the City Clerk's report explaining what changes were made in their office relative to license applications and redacted information. Redacted information includes: Social Security numbers, driver license numbers, place of birth and home address (not the city or state). He indicated that this information would not be needed for the ALRC to make decisions on licenses and that other pertinent information would still be available (for example, conviction records). He had not heard about removing committee member email addresses from the city's website. He believed that information should be available to the public.

Ald. Bidar-Sielaff requested that the committee take up the two issues separately.

#### License Application Information

Maribeth Witzel-Behl indicated that people submitting applications would provide more information than needed and that required their agency to carefully review the applications and redact personal information before they were attached in Legistar.

Ald. Paul Skidmore asked if there was any other personally identifiable information that could be compromised. Ms. Witzel-Behl indicated that height, weight, eye color were also being redacted from applications (example, second hand dealer applications). Ald. Satya Rhodes-Conway questioned why two sets of reports could not be produced: one for information for the background checks and one that had redacted information for committee review (use online applications?).

CCOC members requested that a draft policy be created on what personally identifiable information would be redacted from city forms. They requested this information for their June 4, 2013 meeting to review.

#### Removal of Committee Member Email Addresses

Ald. Bidar-Sielaff questioned why the city was considering removal of committee member email addresses from the City website. Sally Miley stated the conversation revolved around what the City could do to protect committee member's personal information. Sarah Edgerton elaborated that it was relative to what was being displayed on the web (citizen resumes for committee appointments). She was not clear about the email issue but thought it involved whether the committee member wanted their email address publicly available.

Ald. Skidmore stated that it was his opinion that if you were in public service, whether elected or serving on a committee, there was implied consent that your contact information (email, phone number) be available and be accessible to the public.

City Attorney May believed that the committee member resumes were not viewable in Legistar. Ald. Rhodes-Conway noted that the Council was not receiving any information on individual appointees. Ald. Mike Verveer noted that he was receiving the information in his hard copy packet. CCOC members agreed that there should not be a difference between the hard copy packet and what was available in Legistar (as an electronic record). City Attorney May agreed.

Ald. Rhodes-Conway saw three levels of access:

1. Personal information that may require a higher degree of protection
2. The amount of information available on the website outside of Legistar - should have a higher bar
3. Council/committees should have as much access to information as possible

Ms. Witzel-Behl noted that the online Council Agenda packet they post as a PDF has the same information as the hard copy packet. If alders are accessing the agenda through the agenda only and clicking on the legislative file number there would be nothing attached to the file.

Ald. Bidar-Sielaff will work with the City Attorney to bring back recommendations on Council's access to the committee appointee information electronically and the release of committee appointee's email and phone number being publicly accessible (after they are confirmed by the Council).

Sarah Edgerton stated that IT was building a web application/process to address the issue of staff contact information for committees being available to the public online.

#### FUTURE AGENDA ITEMS

There were no items submitted by members.

#### ADJOURNMENT

A motion was made by Ald. Chris Schmidt, seconded by Ald. Matt Phair, to adjourn. The motion passed by voice vote/other. Meeting adjourned at 5:21 p.m.