



Meeting Minutes - Approved AFFIRMATIVE ACTION COMMISSION

Tuesday, August 17, 2010

5:00 PM

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

1. CALL TO ORDER / ROLL CALL

Theola Carter called the meeting to order at 5:10 p.m.

Present: 6 -

Ald. Joseph R. Clausius; Sharyl J. Kato; Theola V. Carter; Augustine S. Tatus; Bert G. Zipperer and Donna V. Hurd

Absent: 2 -

Michael M. Johnson and Toriana T. Pettaway

Excused: 2 -

James J. Chiolino and Lucia Nunez

Others Present: Shree Sridharan

Staff Present: Norman Davis, Christie Hill and Cindy Wick

2. APPROVAL OF MINUTES

A motion was made by Zipperer to Approve the Minutes. The motion passed by voice vote/other.

3. PUBLIC COMMENT

None.

4. [14148](#)

DIRECTOR'S REPORT- Presented for information only. No action required

Lucía Nuñez, DCR Director, will report on the following:

-Her activities since the last meeting

-Staff activities since the last meeting

-Activities of the Equal Opportunities Commission and Commission on Persons with Disabilities since the last meeting.

Norman Davis reported for Lucía Nuñez.

The department submitted its 2011 budget request to the Comptroller. The Department also submitted a second budget including a 6% reduction as requested by the Mayor. No one will be laid off as a result of the budget cuts. More detail on the budget request will be provided by Nuñez at the next meeting. The 6% recuction includes the suggestion that the vacant Contract Compliance Aide position be removed. Funds were provided by the Mayor to allow the Disability Rights Coordinator position to be filled full time. A Contract Compliance Monitor position has been added and has been filled. This position was previously vacant because the employee was on a medical

leave of absence.

The Division has been collaborating with Information Technology and other agencies.

5. [14091](#)

DIVISION MANAGER'S REPORT

Norman Davis, Affirmative Action Division Manager, will report on activities of the Division since the last meeting.

Davis reported that the Division is reviewing the contractors that have not filed their affirmative action plans. Out of approximately 25,000 contractors, about 300 did not file plans. These companies were contacted and all but about 62 have filed plans. The Division will contact the City agency that contracted with them to obtain the best contact information and will then contact the contractors to send them a demand to cure default letter. The contractors will have about three weeks after receipt of the letter to file an affirmative action plan. It is anticipated that compliance hearings will take place this fall.

Davis also reported that there are issues with the Truax Project financing. The Project has been delayed. The construction of the Library is also creeping along.

The Bio Ag Gateway Project is moving along. This is an EDA Grant and will have a Disadvantaged Business Enterprise goal. The Division is also working on several Department of Energy projects.

The Division has an AASPIRE Intern working on getting more SBE, DBE and WBEs involved in public works projects.

6. [07972](#)

COMMON COUNCIL UPDATE BY ALD. CLAUDIUS--Presented for information only. No action required.

Ald. Joe Clausius reported that the Common Council is on its summer sabbatical. This is the calm before the storm, as the next major project will be the 2011 Budget. The City budget for 2010 was \$263 million.

Clausius reported that the Edgewater Project is delayed because a lawsuit has been filed. The lawsuit was filed in an attempt to prevent the expansion of the hotel.

Clausius has been appointed to the Economic Development Commission. He is hoping that this Commission will have start up funds for businesses. He is working on the Far East Side Branch Library with a Capital Budget of \$10 million. He is very concerned about the Truax Project which is \$1 million short. He is hoping for a loan from the Affordable Housing Trust Fund.

A very successful job fair was held at Truax with potential for 16 jobs in the trades. Contractors have been encouraged to get their workers started as soon as possible.

The hiring of the replacement for Mark Olinger has been reannounced. Olinger has agreed to stay through June 1.

Clausius reported that the Mayor's last public hearing on the 2011 budget was scheduled for Wednesday evening. The public hearing organized by the Urban

League had a very good attendance.

7. [15830](#) Appointment of Members to the Subcommittee Created to Explore and Recommend Ways for the Affirmative Action Commission (AAC) to Have Meaningful Dialog and Formulate Action on How the AAC Operates, the Type of Information it Receives from the Department of Civil Rights, and Recommendations on New Information the AAC Should Review.

It was agreed to revisit this agenda item next meeting. The Commission will review the recommendations previously issued by a subcommittee

8. **SELECTION OF NOMINATING COMMITTEE AND ELECTION OF EXECUTIVE COMMITTEE**

The Commission agreed a nominating committee was not needed and to proceed with the election of officers

A motion was made by BERT ZIPPERER and seconded by ALD. JOE CLAUSIUS to select Theola Carter as Chair. Carter accepted the nomination. Motion passed by voice vote/other.

A motion was made by BERT ZIPPER and seconded by DONNA HURD to nominate Sharyl Kato as First Vice President. Kato accepted the nomination. The motion was adopted by voice vote/other.

Augustine Tatus agreed to continue in the capacity as Second Vice President

9. [19537](#) 2009 Affirmative Action Report

Attachments: [2009 Affirmative Action Report Final Version.pdf](#)

Christie Hill presented the 2011 Affirmative Action Plan to the Commission for approval.

It was agreed to amend the report by adding additional information on the AASPIRE Interns including funds projected by the various agencies. Goals will be broken down by race and page 25 will be reworded to clarify the intent

A motion was made by Tatus, seconded by Kato, to Approve with Amendment(s). The motion passed by voice vote/other.

10. **19684** Department of Civil Rights Affirmative Action Division 2009 At-A-Glance Program Report

Attachments: [2009 At-A-Glance Program Report.pdf](#)

Norman Davis distributed the "Department of Civil Rights Affirmative Action Division 2009 At-A-Glance Program Report" (attached) and explained that his Division monitors payment of prevailing wage for City contractors. The Division does not have direct authority to monitor wages. That authority is placed with the contracting agencies by ordinance. The Affirmative Action Division contracts with City agencies to provide this service.

The Division also certifies, monitors and enforces the Disadvantaged, Women, Small and Minority Business Enterprise Programs.

The Division reviews and approves affirmative action plans for City contractors.

Davis explained that ideally the Division hopes to see parity between the total applicants and the New Hires within each racial/ethnic group and sex.

Several additions were requested in the report. The report will be included in the next agenda so that those additions can be made.

11. OTHER BUSINESS

The Commission requestd that information be provided on attendance by other Commissions for comparison purposes

11. ADJOURNMENT

A motion was made by Zipperer, seconded by Hurd, to Adjourn at 6:44 p.m.. The motion passed by voice vote/other.

Minutes prepared by Cynthia L. Wick, Executive Assistant