



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Meeting Minutes - Draft AFFIRMATIVE ACTION COMMISSION

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Tuesday, July 9, 2013

5:00 PM

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

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### CALL TO ORDER / ROLL CALL

This meeting was called to order at 5:07 pm., Theola Carter presiding.

**Staff:** Norman Davis, Lucía Nuñez, Melissa Gombar, Kate McCarthy

**Present:** 6 -

Joseph R. Clausius; Linda J. Ketcham; Sharyl J. Kato; Theola V. Carter;  
Kyara I. Moss and Laura Sorensen

**Absent:** 2 -

Michael M. Johnson and Margaret M. McInnis

**Excused:** 1 -

Nu Lee

### APPROVAL OF MINUTES

A motion was made by Ketcham, seconded by Sorensen, to Approve the April 9, 2013 Minutes. The motion passed by voice vote/other.

<http://madison.legistar.com/Calendar.aspx>

### PUBLIC COMMENT

None.

### DISCLOSURES AND RECUSALS

None.

### NEW BUSINESS

1. [29698](#) Amending Sections 39.02(1), 39.02(9)(b) and (e) of the Madison General Ordinances to add sexual orientation and gender identity as protected classes.

The proposed amendment to this section of the Ordinance is read by Davis. Ald. Clausius will sponsor the amendment of Sections 39.02(1), 39.02(9)(b) and (e) of the Madison General Ordinances.

A motion was made by Kato, seconded by Ketcham, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

**DISCUSSION ITEMS**

2. Explanation of NRT

**Tariq Saqqaf, Coordinator of the Neighborhood Resource Teams, was unable to attend the meeting and will be placed on the agenda for August.**

3. Workforce Statistics

**Gombar presented a report showcasing the representation of people of color and women in the City's workforce from three decades: 1993, 2003, and 2013. Statistics are a brief glance at the sorts of things Gombar will be looking at in her new position.**

**With regard to job groups, and availability numbers, Gombar noted that the Job Group of Family Code 5 will be changing from 'Protective Workers: Non-Sworn' to 'Paraprofessionals'.**

**Gombar mentioned the two reports that are completed per City Ordinance each year: Top Management and Commissions/Committees. The group discussed changing the Ordinance to reflect not only top management and commissions/committees, but all City Agencies and staff as a potential future discussion item. Nuñez clarifies that the top management report will not be replaced, but will have more than just top management, but all Job Family Codes.**

**Regarding the red-flagged process, Gombar stated she will be working with the agencies before they reach the hiring stage.**

**Gombar mentioned another project she is working on, which is recruitment of City jobs through local organizations and invites anyone with ideas of how/where else to recruit to let her know.**

**Kato asked Gombar to explain why the Hispanic count is different on the graphs on page 5. Gombar explains that on the Census in 1993, the Hispanic population was split into Hispanic White and Hispanic, but in 2003 it changed so that Hispanic White could not be separated. Nuñez discusses how things may change in the next ten years, as individuals more and more do not want to label themselves as one thing, and are not necessarily checking ethnicity/race boxes.**

## REPORTS

4. [30547](#) 2012 At-A-Glance Report

**Attachments:** [2012AADAtAGlance.pdf](#)

Davis summarized the At-A-Glance Report as an annual report that provides a glimpse of all areas of Contract Compliance: prevailing wage, targeted business programs, and affirmative action plans. He notes that in 2010 the City lost its ability to monitor any projects that had only City money for prevailing wage. Agreement with DWD allows the City to monitor Public Works projects. Davis mentions that there is a drastic drop in the dollar value of violations from the previous year.

Moving on to the Targeted Business portion of the report, Davis stated that the Department of Civil Rights certifies businesses in five categories, four of which are administered because of federal dollars the Department receives. The Small Business Enterprise Program is the one that is funded by the City alone. Davis states that the overall goal for SBE utilization is 10%, but there is a project by project goal for SBE utilization as well. Davis discusses that Public Works Contractors exceed the goal for both racial/ethnic and women utilization, Community Based Organizations far exceed the goals for both racial/ethnic and women utilization, and Vendors and Suppliers exceed for women, but have fallen below the goal for racial/ethnic utilization for 2012.

Davis mentioned that red flagged procedures were gone over in the presentation by Gombar, but discussed briefly the results from 2012. Davis mentioned that this data is not only from our region, but from all parts of the country.

Move Item 6. up on the agenda before Item 5.

As Davis was already speaking, Carter suggested he do his report before the Common Council Update, so the items were switched on the agenda.

6. Division Manager's Report

Davis reported that the hope is to release the proposal for the disparity study on the coming Friday to finance, and expected to be advertised for six weeks, starting on Monday, July 15th. Davis also mentioned that we will be sending out Demand to Cure Default letters to vendors who are not in compliance with their affirmative action plan, and if they do not comply after three weeks, hearings will be scheduled. Davis reminded the commissioners to keep dates open for the possibility of attending a hearing.

5. Common Council Update

Clausius stated it will be a calm summer, with only one Common Council Meeting in August; the calm before the budget season starts in September. Nuñez confirmed the Department just received information that the budget will be the same as the 2013 budget, but a proposal of the budget with a three percent cut will need to be presented as well. Clausius confirmed that the Council will be able to keep the promise of no layoffs and no furloughs for City employees. He mentions there are also some unusual things the Council is dealing with: i.e., the man with a pontoon boat who is running a private company with City piers. He also addresses the importance of solving the homeless problem in the city.

7. Director's Report

Nuñez emphasized the budget as a huge project to come shortly, with other smaller projects as well. She stated that Charlie Daniels was the winner for James Wright Award for this year. As the Department is mostly salaries, there isn't much opportunity of what to cut, as the Department does not determine salaries. The AASPIRE program is what usually gets cut, but it always get restored. Kato asks how the budget conversations impact the Department. Nuñez states that it doesn't affect the Department as much as it does others. There are some internal conversations about having presentations of disparities and inequities. Clausius requests the discussion of the Supreme Court decisions at the next meeting. Nuñez suggests having the City Attorney help in finding articles regarding the decisions to spark discussion. Kato inquired as to what was decided in terms of outreach for the Commission. Nuñez mentions the presentation Tariq will be doing, as well as some other meetings with getting to know your alder, and civic forums, on the northside.

**ADJOURNMENT**

A motion was made by Kato, seconded by Sorensen, to Adjourn at 6:10 p.m. The motion passed by voice vote/other.