



# City of Madison

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

## Meeting Minutes SWEATFREE PURCHASES, COMMITTEE ON

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Wednesday, January 27, 2010

5:00 PM 210 Martin Luther King Jr Blvd Room 406 (City-County  
Building)

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### CALL TO ORDER / ROLL CALL

Staff called the meeting to order at 5:15 pm

Reporter: Badger Herald present

### PUBLIC COMMENT

There were no registrants

### ITEMS CONSIDERED

1. Adoption of Agenda. The Committee will consider approving the agenda for the January 27, 2010 meeting  
  
**A motion was made by Rhodes-Conway, seconded by Mr. Rosenblum, to approve the agenda for the January 27, 2010 CSP meeting. The motion passed by voice vote/other.**
2. Approval of Minutes. The Committee will consider approving the draft minutes of the meeting of January 6, 2010. (Copy of the minutes will be provided prior to the meeting date.)  
  
**A motion was made by Rhodes-Conway, seconded by Mr. Rosenblum, to approve the minutes from the January 6, 2010 CSP meeting. The motion passed by voice vote/other.**
3. Submittal to the Committee of Sweatfree Affidavits on file with City Purchasing  
  
**City Purchasing submitted 2008-2009 Vendor Sweatfree Bidder Disclosure Affidavits on file in Purchasing to the CSP as requested.**  
  
**No formal action was taken on this item.**
4. Status of \$500 Sweatfree Consortium membership and annual dues of approximately \$1,000 after the initial year.  
  
**Randy Whitehead is awaiting approval of initial \$500 and continuing \$1000 annual membership funding from the Mayor's Office.**  
  
**No formal action was taken on this item.**
5. Update on status of vacancy and interest of other committee members

McGuire and Rosenblum each suggested potential candidates to fill the current vacant seat and possibly, the alternate member seat:

- Norman Davis, Division Manager for the Affirmative Action Division of the City of Madison Dept. of Civil Rights has expressed interest in the committee.

Note: McGuire has inquired from the City Attorney's Office into the acceptability of a City employee serving as a committee member.

- William Jones, a UW history professor and a specialist in the history of African American labor

Rhodes-Conway suggested that efforts of absent members to fill out the Annual Statement of Interest form are indicative of their intent to continue to serve on the committee. Eric Hoyt, the UW student representative, has filled out the form, while the alternate member has not.

McGuire to continue to reach out to Hoyt and Conway.

No formal action was taken on this item.

6. Standing Update from Staff on Seatfree Consortium activities - will defer to the agenda item #2 under New Business - Guest Speaker, Bjorn Claeson from the Sweatfree Purchasing Consortium.

No formal action was taken on this item.

7. Selection of Chair and Vice-Chair. The Committee will elect a Chair to and a Vice-chair to conduct meetings in the absence of the Chair.

**A motion was made by Mr. Rosenblum, seconded by Rhodes-Conway, to nominate Bottari as Chair. The motion passed by voice vote/other. A motion was made by Ms. Bottari, seconded by Rhodes-Conway, to nominate Rosenblum as Vice-Chair. The motion passed by voice vote/other.**

8. Required annual Statement of Interest Form. An annual Statement of Interest form needs to be completed by each of the members of this Committee. A fillable form is available online at [www.cityofmadison.com/election/documents/StatementInterestForm.pdf](http://www.cityofmadison.com/election/documents/StatementInterestForm.pdf).

The completed, signed, and dated Statement of Interests can be submitted via fax, email, postal service, or hand delivery to the Madison City Clerk's Office, 210 CCB, Room #103

The annual Statement of Interests report (Legistar #17121 <<http://legistar.cityofmadison.com/detailreport/?key=19016>>) was referred for introduction by the Common Council on January 19, 2010 and referred back to Common Council to accept on February 23, 2010. This audit report contains names of A searchable list of all committee members is available online at <<http://legistar.cityofmadison.com/attachments/9c3994fe-89c2-42c2-8781-5c579a4c7141.pdf>>.

**Bottari to fill out required form.**

No formal action taken on this item.

9. Guest Speaker. Bjorn Claeson <[http://www.sweatfree.org/leadership\\_staff](http://www.sweatfree.org/leadership_staff)>, Executive Director of SweatFree Communities <[http://www.sweatfree.org/about\\_us](http://www.sweatfree.org/about_us)> will present an overview of the mission, activities and services offered by the Sweatfree Purchasing Consortium <<http://buysweatfree.org/>>. The Consortium is a collaborative project of governments, doing together what each public entity has

already committed to doing, but no single public entity can do adequately alone:  
ending purchasing from sweatshops.

**Guest Speaker Bjorn Claeson, Executive Director of SweatFree Communities  
spoke via speakerphone**

**(For a full report of the presentation, see Exhibit 2: Sweatfree Purchasing  
Consortium (SPC) Presentation, 1/27/2010)**

- a. Bjorn Claeson started the presentation with background information on  
SPC's mission to "end public purchasing from sweatshops and help its  
members to make sweatfree purchases more effectively than any single entity  
could accomplish on its own."**
- b. He proceeded to elaborate on the Consortium's purpose to serve as a  
resource and forum for collaboration for public purchasing entities and  
organizations that share the same goal.**
- c. He discussed the benefits of membership with the consortium:**
  - 1) Access to monitoring resources and factory information at a much  
reduced cost,**
  - 2) Policy implementation assistance,**
  - 3) Achieving greater impact through collaboration and joint policy of  
enforcement.**

**Bjorn responded to questions posed by committee members with regards to  
Dept. of Labor's activities in identifying non-compliant factories overseas,  
factory database and designated items list for cooperative purchasing,  
expanding the intent of the sweatfree policy beyond textiles or garments,  
independent monitoring contract with CREA, Inc. recently awarded through a  
competitive procurement by State of PA. The contract is posted online at:  
[http://www.emarketplace.state.pa.us/FileDownload.aspx?  
file=4400005735\ContractFile.pdf](http://www.emarketplace.state.pa.us/FileDownload.aspx?file=4400005735\ContractFile.pdf)**

- d. Recommendations for next steps:**
  - 1) Further define the City's fair wage requirement as stated in MGO 4.25, Sec.  
(4) (b) 1, Wages and Benefits. Refer to City of Milwaukee's Non-poverty Wage  
Table (Exhibit 1) for context.**
  - 2) Further define evidentiary standards for verifying information submitted by  
vendors to be used for awarding contracts.**
  - 3) Designate a liaison for the Committee to participate in the Consortium's  
activities (anyone engaged in Procurement, labor compliance or sweatfree  
committee activities)**

**No formal action was taken on this item.**

- 10. Discussion regarding prioritization of future plans of the Committee on Sweatfree  
Purchases for 2010**

**Agenda items for next meeting:**

- a. Recommend creating a resolution to authorize membership by City of  
Madison in the Sweatfree Purchasing Consortium and appropriate \$500 for  
initial dues and an estimated \$1000 for future annual dues. While a resolution  
is not required for such action, the formal process would be appropriate to  
draw attention to and recognize the City's work in promoting humane/ethical  
government purchasing. Ask the Mayor to sponsor the resolution.**
- b. Designate a liaison for the Sweatfree Purchasing Consortium to represent  
the City committee.**

c. Learn from other Cities about how they administer these standards. Invite City of Milwaukee and MPD (Madison Police Dept) for a brief overview/discussion of their experience and process of contracting for uniforms.

d. Standing update on Sweatfree Purchasing Consortium activities.

Continuing discussions:

e. Clarify ordinance and/or adopt guidelines to further define the meaning of fair wage or non-poverty wage, as applicable to other countries. Evaluate ordinances of other cities (e.g., City of Milwaukee, New York, San Francisco, etc.) for reference.

f. Provide for a mechanism to employ evidentiary standards for verifying information submitted by vendors to be used for awarding contracts.

g. Continue discussion of ordinance in the broader context to develop a more coherent and effective policy.

h. Explore other related cooperative contracts available, e.g. San Francisco's effort to lead a competitive procurement for uniforms.

i. Staff to notice and forward to the committee, scheduled monthly Sweatfree Purchasing Consortium teleconference meetings.

j. Invite UW to explore both shared knowledge base and differing tracks related to anti-trust or wage issues, as well as find avenues for collaboration.

No formal action was taken on this item.

11.

Announcements

Next meeting:

Wednesday February 24, 5:00-6:00 pm, Room 406 City County Building, 210 Martin Luther King Jr Blvd.

## ADJOURNMENT

a motion was made by Rhodes-Conway, seconded by Bottari to adjourn at 6:21 pm. The motion passed by voice vote/other.