

2021 Affirmative Action Commission Work Plan

Chair: Linda Ketcham

Vice Chair: Erica Janisch

Commissioners: Damon Glenn, April Kigeya, Awais Khaleel, Michelle McKoy, Ryan Moze

Aldersperson: Arvina Martin



Action	Responsible	Priority	Status	Notes
Goal #1: Pilot the Residency Preference Program.				
1 Identify a pilot audience for the program.	Melissa Gombar			
2 Author a resolution to pilot the program.	Melissa Gombar			
3 Conduct pilot.	AAD Staff			
4 Evaluate pilot program.	All Commissioners			
5 Make future policy decisions	All Commissioners			
Goal #2: Review and Update the City of Madison Affirmative Action Ordinance - MGO 39.02.				
6 Update 39.02 ordinance to match all of the protected classes covered in 39.03	Ryan Moze, Awais Khaleel (Damon, Linda and Erica assist)			
7 Include non-discrimination coverage for tenants and recipients of public accommodations from City of Madison contractors.	Ryan Moze, Awais Khaleel (Damon, Linda and Erica assist)			
8 Finish work related to the surplus property ordinance.	Ryan Moze, Awais Khaleel (Damon, Linda and Erica assist)			
9 Finish work related to the residency program ordinance.	Ryan Moze, Awais Khaleel (Damon, Linda and Erica assist)			
10 Review 2 year debarment period and liquidated damages amounts for 39.02 ordinance violations.	Ryan Moze, Awais Khaleel (Damon, Linda and Erica assist)			
Goal #3: Gather information and data about work done by Affirmative Action Division, City of Madison, vendors, and contractors.				
11 Presentation from Chair of Equal Opportunities Commission about what they have discussed regarding gentrification and housing.	Melissa Gombar & Julie Austin		1	
12 Presentation from DCR AA Specialist Tracy Lomax and HR Data Analyst Brad Wollmann regarding city employment data trends.	Melissa Gombar & Julie Austin			
13 Presentation from New Equity Manager and presentation from Racial Equity and Social Justice staff regarding the use of equity impact analysis tools.	Melissa Gombar & Julie Austin			
14 Presentation from DCR Contract Compliance Specialist Juan Pablo Torres Meza on citywide utilization statistics.	Melissa Gombar & Julie Austin		4	
15 Presentation from DCR Contract Compliance Specialist Martha White regarding Affirmative Action Plans.	Melissa Gombar & Julie Austin		2	
16 Presentation from DCR Contract Compliance Specialist Saran Ouk regarding Targeted Business Certification.	Melissa Gombar & Julie Austin			
17 Presentation from DCR Contract Compliance Specialist Juan Pablo Torres Meza and Saran Ouk on the RalSE Program.	Melissa Gombar & Julie Austin			

18	Presentation from Engineering about the preequalification process. Specify how we allow contractors to work with us if there are fines, etc.	Melissa Gombar & Julie Austin	3		
Goal #4: Provide a report to the Common Council.					
18	Review the 2020 Equitable Workforce Plan update and make recommendations to the Common Council.	All			
19	Author a report on Commission Activities and key data points for submission to the City of Madison Common Council.	Linda Ketcham & Melissa Gombar			
Goal #5: Other					
20	Recruit a commissioner and hold orientation for them.	Linda Ketcham & Melissa Gombar			
21	Elections: Chair/Vice Chair; Hearing Subcommittee	All	February		

Parking lot list:

- 1 Require equity impact analysis on City of Madison policy and ordinances impacting protected groups.
- 2 Implement a set-aside policy for city contracting.
- 3 Tuition equity (undocumented students paying out of state tuition).

AAC Idea List



Status	Date Proposed	Idea or project

Category
Tools
Training
Team
Other Action Team