

## **State and Local Government Sweatfree Consortium Interim Steering Committee**

July 18, 2007 2 PM – 3PM EST

**Present:** Bama Athreya, Rini Chakraborty, Bjorn Claeson, Colleen Crawford Gardner, Carmen Herrera, Chip Gavin, Betty Lamoreau, Marc Monforte, Curtis Topper, Scott Cross

**Minutes:** Scott Cross

### **Update on City Participation: Bjorn Claeson**

The City of Berkeley passed a resolution to join the consortium as a provisional member. The city allocated \$25,000 towards organizing the consortium contingent on the consortium receiving matching funds from other cities and states.

The City of Austin has approved funding for the establishment of a monitoring contract. Byron Johnson is the city's established Point of Contact.

The City of Toronto is taking the lead for a consortium of Canadian cities. It was suggested that the Sweatfree Consortium look to exchange communications with this group to discuss parallel issues and ideas.

### **Hospital Consortium: Bjorn Claeson**

A consortium was created for hospitals, which primarily consists of catholic hospitals. It is Chicago based. This hospital consortium has endorsed the formation of this committee's proposed consortium. It was proposed that discussions be initiated among the two consortiums. Curt Topper and Bjorn Claeson offered to open a dialogue with the hospital consortium.

### **Report on NASPO Meeting:** Curtis Topper

Pennsylvania has identified its team that will be responsible for drafting apparel and monitoring contracts. Contracts will be crafted with the intent of using NASPO as an umbrella organization. Curt reiterated that NASPO would not be a monitoring entity and the use of the contracts would not be mandatory. He stated that NASPO would merely serve as a vehicle to enable states procurement organizations collaborate on this issue. He emphasized that the consortium would operate independently. Colleen asked if the committee should attempt to identify other groups that could also serve as umbrella organizations for the contracts. There was no opposition expressed over initiating a search for other organizations. Committee members may initiate a search and report their findings at the next meeting (refer to US Communities in the next section of the meeting minutes). Bjorn referenced a list of questions that he would like presented to NASPO. PA will survey other states through NASPO to gauge their interest for involvement. Bjorn stated that the contracts would need to be constructed to be very similar to the consortium's code of conduct. Curt mentioned that it is possible to add an administrative fee onto the contracts that could be used by the consortium to fund its operations.

### **Action:**

- Curt will draft a presentation on the proposed NASPO role and contract process and distribute to the group for discussion at the next meeting.
- PA team will survey NASPO members.
- PA will draft apparel and monitoring contracts.

- Mark Barenberg is taking the lead in establishing a draft of standards that can be used in formulating the contracts.

**Discussion of US Communities:** The committee discussed the potential of using the services of US Communities, along with other such organizations if identified.

**Action:** The committee will continue to examine and discuss the potential inclusion of such groups. Committee members should identify any potential groups that may serve as umbrella organizations.

**Report on Upcoming Presentation at Conference of Mayors:** Although the consortium could not be included in the conference at this time, the consortium may be able to participate in the next meeting in Washington D.C. (Wade Crowfoot will need to confirm the accuracy of this reported statement)

**Action:** Obtain confirmation of the ability to participate at the D.C. conference.

**National Governors Conference:** Curt Topper reported that although the consortium would not be able to be introduced at the July Governors Conference due to the length of time required to obtain a place on the agenda, there is a willingness to promote awareness at the next conference. Chip Gavin offered to assist Curt in coordinating that effort. Curt suggested that the state of New Jersey also be included in those discussions with the NGA.

**Action:** PA, Maine and NJ will discuss potential of participating at the next NGA conference and initiate contact.

### **Discussion of New White Paper Draft**

Discussed the revised White Paper that had been sent to the steering committee members by Bjorn. Chip Gavin stated that he did have some comments in the Structure and Governance section of the document and he would forward those comments to the committee. The discussion involved the issue of who should appoint the Board of Directors. The question concerning who should have the authority for the appointments involved the roles of dues paying members, advocacy groups, and the public. Bjorn suggested that the committee develop a framework to be used when determining who should serve on the Board of Directors. Colleen suggested the framework be used for guidance but that it not is used to dictate who should be appointed. Additionally, discussion involved the use of ex-officio candidates to assist the consortium; however, committee members agreed that caution is required to prevent a conflict of interest.

**Action:** Bjorn offered to work with others to craft language that could be addressed at the next meeting.

**Consortium Fees:** Discussion also involved member dues. Colleen expressed New York's desire to revisit the construction of a dues structure. Curt Topper conveyed that Pennsylvania concurred with New York's desire to restructure.

### **Action:**

Colleen will forward New York's thoughts on this issue to the other committee members.

**Next Meeting**

4:00 p.m. – 5:30 p.m. Eastern Daylight Time, Tuesday, August 14, 2007.