

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

December 18, 2007 4 PM – 5:30PM EST

**Present:** Bama Athreya, Rini Chakraborty, Bjorn Claeson, Erin Dirnbach, Carmen Herrera, Trina Tocco, Liana Foxvog, Mark Barenberg, Curtis Topper, Scott Cross

Apologies to the recent participants if your name is misspelled. Please advise Scott Cross and the correction will be made.

**Minutes:** Scott Cross

### **Consortium Organizer**

Bjorn Claeson announced that Victoria Kaplan had been hired to fill the role of consortium organizer.

### **Discussion of the Draft Request for Proposal (RFP) for Monitoring**

Prior to the discussion of the draft Mark Barenberg excused himself from participating in the meeting based on the committee's intent to discuss the Draft RFP. Mark cited his role as Director of the WRC and potential conflict should the WRC choose to submit a proposal. The Committee agreed with Mark's position and requested that Mark consider offering any resources that he believed may be useful to the committee in its analysis. Mark referred the committee to the White Paper and the Code of Conduct. Mark's participation in the meeting terminated at this point.

The committee discussed the need to use the White Paper and Code of Conduct in the structuring of the RFP and agreed the two documents should be the foundation of the document.

Bjorn stated that the monitoring should encompass the vendor and contractor relationship and gather information on labels and brands as well. The committee discussed the development of standards to prevent a contractor from being non-compliant due to its unawareness of a violation by a major brand.

The committee discussed the need to develop standards for the independent monitor.

Bama Athreya offered to provide the committee with additions to the Draft contained in the monitoring compliance section. Reference was made to existing U.S. Trade Law and core conventions. Bama will forward the references for distribution to the committee.

Bjorn addressed the need for purchasing power parity between the U.S. and overseas wages. He stated that a table existed that could be used worldwide.

Curt wanted a new draft to be developed by mid-January so he could take it to the Northeast Region of NASPO.

### **Action Items:**

- Bama will forward the suggested additions to the monitoring compliance section of the RFP.
- Bjorn will identify the table that can be used to address the wage parity issue.
- The Commonwealth of Pennsylvania will develop a new draft by January 15<sup>th</sup>.

### **Next Meeting**

4:00 p.m. – 5:30 p.m. Eastern Daylight Time, Tuesday, January 15, 2008.

### **E-Mail Addresses for Committee Meeting Participants:**

I have included the list of e-mail addresses below that have been used for distribution of the minutes, documents, and other information that is transmitted from time to time. In the event that you recognize any other participant that should be included on this distribution list please send it to the committee members so their list can be updated.

Bama Athreya	<a href="mailto:bama.athreya@ilrf.org">bama.athreya@ilrf.org</a>
Betty Lamoreau	<a href="mailto:Betty.M.Lamoreau@maine.gov">Betty.M.Lamoreau@maine.gov</a>
Bjorn Claeson	<a href="mailto:bjorn@sweatfree.org">bjorn@sweatfree.org</a>
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