

State and Local Government Sweatfree Consortium Interim Steering Committee

February 19, 2008 4 PM – 5:30PM EST

Present: Bjorn Claeson, Vicki Kaplan, Eric Dirnbach, Carmen Herrera, Chip Gavin, Mark Barenberg, Colleen Crawford Gardner, Curtis Topper, Scott Cross

Minutes: Scott Cross

January Minutes

Approved without corrections

Consortium Organizer

Bjorn introduced Vicki Kaplan as the recently hired Consortium Organizer.

White Paper Updates

Pennsylvania: Holding pattern. White Paper is in governor's office, but there is no formal answer.

NY remains interested and is reviewing but no substantial progress has been made.

The cities of Berkley and Portland were conducting conversations on the document. Bjorn suggested a discussion should be initiated in a few weeks to discuss Jeff Baer's comments. Mr. Baer is the City of Portland Purchasing Director. Bjorn, Eric and Curt will discuss a possible date for this discussion. The date will be published and other committee members may join based upon their availability.

NASPO joint contract (Curt Topper)

Survey has been prepared. This survey will be sent to the states by NASPO soliciting their interest in participating.

Action: Curt will speak to Paul Stumpler of the state of Minnesota later this week concerning the committee's intentions and accept his offer of technical assistance.

Curt will forward Colleen confirmation of NY NASPO representative.

New Members:

The addition of two new members to the committee resulted in a request for an updated members list.

Action: Bjorn will send an updated list to all committee members.

Consortium in-person meeting

Discussion on an in-person meeting with procurement official from public entities who are interested in the Consortium.

Sense of the group: It was agreed that an in-person meeting for educational purposes and to attract more public entities to the project was a good idea. Some public entities could not commit at this time.

Place of meeting: Pennsylvania and San Francisco were discussed as options.

Time: The month of May was proposed but a specific date was not chosen. An entire day would be required. It was suggested that the committee consider having it coincide with a NASPO national meeting to take advantage of having procurement personnel available. There are two national meetings: April 6-8 in New Orleans and September 8-11 in St. Louis. It was agreed that these dates and locations would be included in an initial survey of interest.

Items of Discussion: The committee agreed that any person that has a role in the "nuts and bolts" of sweatfree contracting and issues would be the intended participants. It was suggested that cities should be encouraged to participate in the meeting. Carmen suggested that state governments, cities, and school districts conduct caucuses during the day's session. This caucus period would be included in the meeting's agenda. It was also suggested that educational materials be made available. Materials containing information such as identification of cities, states, and school districts with sweatfree ordinances, examples of universities efforts, and identification of what has worked and what has not. Curt recommended that the committee gauge the level of interest of others before extending any additional effort. He suggested that focus be directed to operational issues such as making contracts consistent with the Code of Conduct, introducing the NASPO contract concept and familiarization with NASPO contract usage, and other such operational issues.

Action: Bjorn and Vicki will poll purchasing officials in key cities and states to gauge their level of interest in an in-person meeting. Attempt will be made to gather data in time for the next consortium meeting.

Legislative Updates: Updates were provided on San Francisco, Maryland, Hawaii, Michigan, Maine and Massachusetts.

Next Meeting

4:00 p.m. – 5:30 p.m. Eastern Daylight Savings Time, Tuesday, March 18, 2008.