

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

June 7, 2007

**Present:** Bama Athreya, Diego Calvera, Rini Chakraborty, Bjorn Claeson, Eric Dirnbach, Colleen Gardner, Mark Barenberg, Carmen Herrera, Betty Lamoreau, Scott Cross for Curtis Topper

**Minutes:** Scott Cross

**Minutes of 5/30/07 meeting:** Reviewed and approved by members.

### **Review of Action Items from 5/30/07 meeting:**

**Report on NASPO Meeting:** Curtis Topper

Curt is reaching out to NASPO to obtain answers to questions concerning two different apparel contracts currently under NASPO. Questions concerning the pricing contained on the contracts had been raised by the committee. Betty has asked the committee to send Curt and her any issues they may want addressed with NASPO.

#### **Action:**

- PA team will work on drafting apparel RFPs.
- PA will report on NASPO responses at the next scheduled committee meeting.
- Mark Barenberg will take the lead in establishing a draft of standards.

**Discussion of US Communities:** The committee deferred the discussion concerning the potential of using the services of US Communities until the next meeting.

**Action:** The committee will discuss the status at its next scheduled meeting.

**Report on Upcoming Presentation at Conference of Mayors:** Discussion involved whether the committee had a place at the conference in Los Angeles.

**Action:** Obtain confirmation of the committee's participation at the conference.

**National Governors Conference:** Conference is scheduled for July. The committee needs to identify which member will be presenting. No determination was made during this committee meeting.

**Action:** Identify presenter as soon as possible.

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

Reviewed the revised White Paper that had been sent to the steering committee members by Bjorn. Discussed revisions to Footnotes 1 and 2. Discussed the rationale for the change in the Affiliation with the Consortium section. The change approaches affiliation with the group as an initial welcoming step as opposed to an all encompassing participatory step. It is meant to encourage participation.

**Action:** Committee should review it once more prior to adoption. Comments on the draft should be addressed to Bjorn by June 15<sup>th</sup> if possible.

**Organizer Position:**

Job description and tasks of Consortium staff person are outstanding. Bjorn has requested the committee review the description and provide comments to him.

**Consortium Timeline:** Purpose would be to establish a goal for the launch of the consortium. Discussion of timeline involved the subject of funding for organizing members. The goal is to obtain a one-time initial fee to enable \$60,000 to be accumulated to fund Phase I. The committee approved a proposal to complete Phase I by May 2008. Discussion also involved member dues. Dues could be determined by mutual agreement among the members of the consortium.

**Next Meeting**

2:00 p.m. – 3:00 p.m. Eastern Daylight Time, Wednesday, July 18, 2007.