

Living Wage Advisory Committee Meeting
July 18, 2007 at 5:00 pm
Room 15, City Hall

I. Roll Call

Committee Members Present:

Larry Lee, Chair

Allen Williams

Dick Flacks

Hilary Blackerby

Committee Members Absent

Ana Kokotovic

Steve Cushman

Council Liaison

Councilmember Das Williams

City Staff:

Bob Peirson – Finance Director

Bill Hornung – General Services Manager

Araceli Esparza – Purchasing Supervisor

II. Public Comment – None

III. Review & Approval of February 28, 2007 Meeting Minutes as amended

Action:

Motion by Hilary Blackerby, second by Dick Flacks. Motion passed unanimously.

IV. Review & Approval of May 30, 2007 Meeting Minutes

Approval of minutes held until following meeting.

V. Schedule next year's quarterly meeting dates and times (July thru June)

October 17, January 16, April 16

VI. Review & Approval of the Living Wage Survey

Discussion

- a. Staff provided survey and explained that the changes had been implemented. Survey was used to establish baseline.
- b. Committee members reviewed each question discussed with changes recommended

Action:

Motion by Allen Williams, second by Dick Flacks. Motion passed unanimously

VII. Review & Approval of Living Wage Notice

Discussion:

Staff provided a sample notice and explained that it had not been decided how it was going to be posted. City Staff will review options for posting or distribution of notice to contractor employees. There was Committee discussion regarding whether it was the City's responsibility to determine exact method of posting/distribution by contractors or to leave that up to the contractor given the varying workplace situations of different contractors.

Action:

Motion by Hilary Blackerby, second by Dick Flacks to approve the form of the Notice. Motion passed unanimously

VIII. Review & Approval of Living Wage Grievance Forms

Discussion of employee form:

- a. Staff provided forms and explained that it would be provided in English and Spanish
- b. Committee members reviewed form and recommended changes

Action:

Motion by Hilary Blackerby, second by Allen Willians to approve the form of the Employee Complaint Form. Motion passed unanimously.

Action of competitor form:

Motion by Allen Williams, second by Dick Flacks to approve the form of the Competitor Complaint Form. Motion passed unanimously.

IX. Next Steps and Items for future agendas

- a. Dates have been set for future meetings
- b. Results of contractor survey/questionnaire.
- c. Discussion of an administrative procedure to handle Contactor or Competitor complaints with status reports to the Committee.
- d. Procedure for review and Committee approval of "additional benefits" as defined under the Ordinance.
- e. Allen Williams's previous concern with competing with the City. Councilmember Das Williams conveyed the assurance he had received from the City Administrator that the City would not eliminate contracted work to have that same work done by City staff where the City staff was or would be paid less than living wage.
- f. Human Services: City Council needs to hear that about non-profits with dissent. Should non-profits be exempt or give a weighted point system to non-profit application. Finance staff will arrange to have Human Services City staff member attend October meeting to discuss the scoring of applications.
- g. Status report is it evaluation – Policy broaden or changes first dollar

XII. Adjournment