

Meeting Minutes for University City Sweatfree Purchasing Advisory Board

March 9th, 2011

City Hall, 7:00 pm

Those present: Susan Armstrong, Emily Miller, Jerry Hochsztein, Ann Marie Schutzius, (Audrey – Ann Marie’s daughter)

Using the ordinance and draft of the affidavit received from sweatfree.org, we chose what should be included in the affidavit that will go out in April to vendors with the Invitations to Bid.

Revisions of the Definitions Section in Affidavit Draft

Apparel – cut school, hospital gowns, academic regalia and lab coats

- add “and gear” after “public employee uniforms”

Equipment – add as a new category; including sports, lawn, fitness

Office Supplies – add as a new category; including furniture, computers (and typical office supplies such as pens, paper, rubber bands, etc.)

Things to add to affidavit from ordinance

Code of Conduct:

Part 5 – definitely A (adding a part about full disclosure)

- not sure if parts B-J are necessary, Jerry will send to Bjorn to double check

Disclosure requirements:

Part 6 – (B) 1. a ---make sure this matches chart in affidavit (full disclosure, include mention of entire supply chain)

b --- focus on minimum base hourly wage

(B) 2. include some version of this

Part 8 – (E) ---this will be revised to talk about a partnership and incremental changes

Include subcomponents 1-3

Work part (G) into this section as well

(H), (I), (J) also included in affidavit

Parts 9 and 10 – include

Jerry will send us the reworked affidavit by this weekend (and then emailed to the Advisory Board for final comments/revisions). It will also be sent to Bjorn to look over to see what is extraneous. Pending approval, the affidavit will be sent to the City Attorney before our next meeting.

Suggestions for new board member to take Jim’s place:

Joan Suarez

Joan Bray – would help with PR

Emily talked to Green Practices Committee and will be calling Claire, Lehman Walker's secretary to get info about putting up Board notes and bios on a UCity webpage

Next meeting: March 24th, 7 pm