

Fair Employment Wage Board Meeting~3/29/04

In attendance: Committee Members Rev. Paul Maeder Connor, Steve Greenwell, Jack Filak, Ken Kowalski, Mark Davis, Barbara McDonnell

Also in attendance: Assistant Law Director Mladek and Procurement Officer Sullivan

Meeting began at 6:31 p.m.

Procurement Officer Sullivan explained that the Living Wage Ordinance was passed in July 2003. In December 2003, vendors doing business with the City of Lakewood were contacted regarding the Living Wage Ordinance. Compliance with the ordinance was needed by February 1, 2004. He also stated that when companies who we are already under contract come up for renewal, they will have to comply with the Living Wage Ordinance. Nick distributed a packet to the Committee with the Guideline for Service Vendors, the Living Wage Affidavit and a sample of a flyer to be posted in vendor locations where the Living Wage Ordinance is in effect. He also explained that complaints of non-compliance would be handled by the Law Department.

Steve Greenwell noted that the ordinance requires the Living Wage notice be posted in both English and Spanish in the workplace of those covered by the ordinance. Steve asked if any other languages were considered. Assistant Law Director Mladek explained that it is within the Board's power if it so chooses, to make recommendations to Council regarding the ordinance.

Procurement Officer Sullivan explained that since the beginning of the year, four RFP/RFB where the living wage rates would apply have been submitted. All four vendors signed the living wage affidavit.

Assistant Law Director Mladek explained the role of the board is to review the living wage ordinance to ensure that the community is informed on whether those companies that are being awarded service contracts by the City are complying with the ordinance. The Board can also make recommendations to the Administration and City Council regarding the living wage policy.

Assistant Law Director Mladek explained that the Board needs to meet quarterly. However, the Board can also call special meetings as needed. Enforcement of the Living Wage Ordinance is complaint generated. Compliance complaints would require an internal investigation by the Law Department and Procurement Office.

Jack Filak asked about whether there was a budget for a Hearing Officer in the event that a dispute cannot be resolved.

Assistant Law Director Mladek answered that she believed hiring of a Hearing Officer would come out of the Professional Services Budget of the Law Department.

Ken Kowalski asked approximately how many vendors will have to comply with the Living Wage Ordinance. Nick Sullivan estimated 20-25 vendors per year will be required to comply with the Living Wage Ordinance.

Assistant Law Director Mladek asked for nominations for a chairperson and vice-chairperson.

Barb McDonnell nominated Jack Filak for chairperson. Steve Greenwell seconded the nomination. All Board members voted to appoint Jack Filak as their chairperson.

Jack Filak nominated Mark Davis for vice-chairperson. Barb McDonnell seconded the motion. All Board members voted to appoint Mark Davis as vice-chairperson.

Board decided that their regular meetings will be held the second Monday of March, June, September and December.

Discussion took place about the Notice to be posted. Paula Maeder Connor motioned to approve the notice with the addition of the web address where covered employees can find the Living Wage Ordinance. Seconded by Steve Greenwell. All Board members voted to approve the flyer with the addition of web address.

Paula Maeder Connor motioned to adjourn the meeting. Seconded by Ken Kowalski.

Meeting adjourned at 7:25 p.m.

Respectfully submitted,

Melissa Garrett
Secretary of FEWB