

CITY COUNCIL

Nominations and Appointments Committee

**Monday, April 6, 2015
4:00 pm
City Council Office
Committee of the Whole**

The Nominations and Appointments Committee will meet as needed to address nominations and appointments to the City's boards, authorities and commissions.

Although Council committee meetings are open to the public, public comment is not permitted at Council Committee meetings. However, citizens are encouraged to attend and observe the meetings. Comment from citizens or professionals during the meeting may be solicited on agenda topics via invitation by the Committee Chair.

All electronic recording devices must be at the entry door in all meeting rooms and offices, as per Bill No. 27-2012

I. Interview

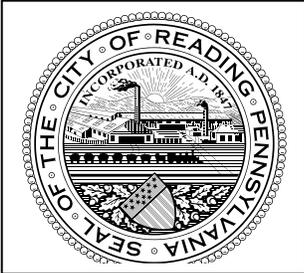
4:00 - Annarose Milch - appointment - Stadium Commission

4:15 - William Long - appointment - CRIZ Authority

II. Appointment Recommendations

III. Review Pending Applications Memo/BAC Openings/Board, Authority, Commission membership

IV. Update Minority Business Procurement Board/Equal Business Opportunity Board - S. Katzenmoyer



CITY COUNCIL

Nominations & Appointments Committee

**Monday, March 2, 2015
Meeting Report**

Attendance: D. Sterner, S. Marmarou, M. Goodman-Hinnershitz

Others Attending: S. Katzenmoyer, F. Denbowski

The meeting was called to order at 4:14 pm by Mr. Marmarou.

I. Interviews

Richard McDougall (reappointment – DID Authority)

Mr. Marmarou questioned if Mr. McDougall was able to attend the meetings. Mr. McDougall stated that he has only missed one meeting to date.

Mr. Marmarou questioned what DID does well and what it needs to improve. Mr. McDougall expressed the belief that DID does an excellent job with clean and safe. He stated that there are currently eleven ambassadors on routine patrols. He stated that DID is moving into marketing and special events.

Ms. Goodman-Hinnershitz stated that she recently visited the Quebec Winter Carnival and has some ideas.

Mr. McDougall stated that the Berks County Community Foundation provided \$50,000 for the Fire and Ice Fest. He noted his hope that they will become more involved in

Reading's downtown. He stated that sponsors are difficult to find. He suggested that Ms. Goodman-Hinnershitz relay her ideas to Mr. Broad.

Mr. McDougall stated that his philosophy is that you must increase the number of people who visit the downtown to increase economic development downtown. He stated that these people will support the existing businesses and encourage others to open businesses downtown. He expressed the belief that if more "good" people visit downtown, the "bad" people will relocate. He noted his hope for a dedicated downtown police presence.

Mr. Sterner noted that DID has lost a large assessment. He questioned if existing businesses are engaged. Mr. McDougall stated that the ambassadors have a routine pattern of checking with all businesses. He stated that there is also communication with business owners. He noted that it is important for the ambassadors to be seen.

Mr. McDougall stated that DID performs trash and leaf removal and paints public structures. He stated that they have recently restarted the newsletter and are trying to organize the businesses into associations. He noted the need for people to be comfortable walking downtown and his goal of getting more people on the streets.

Mr. Sterner expressed the belief that the Fire and Ice Fest was a great step forward. He stated that he was listening to Feedback and a caller listed other events that occurred in the past – Easter Parade, car shows, etc. He noted the need for events to bring people downtown. Mr. McDougall stated that DID is currently working with Maple Grove Raceway to bring an event downtown. He expressed the belief that moving the farmer's market to 5th & Penn Sts will be great and he noted the need for more vendors on the sidewalks.

Mr. Sterner expressed the belief that DID needs to be forward thinking. Mr. McDougall stated that the DID reauthorization is approaching. He noted the need to work cooperatively with the Main Street Board. He stated that DID is also working on events with the arena. He stated that the Holiday Parade remains an excellent event. He described the Fire and Ice photo contest and stated that half of the entries were from those who live outside Reading. He noted the need to bring everyone downtown.

Mr. Marmarou stated that he visits the Pagoda weekly. He stated that, in his estimation, 75% of those visiting are not City residents. Mr. McDougall stated that Reading needs to get people downtown.

Mr. Sterner stated that on his last show on BCTV he discussed bringing the cable car back and running it from the Pagoda to downtown. Mr. Marmarou stated that this would be a big project. Ms. Goodman-Hinnershitz stated that the trail is still there. She stated that many people visit the mountain. Mr. McDougall stated that the study done by the Visitor Center stated that the focus should be on outdoor recreational opportunities.

Ms. Goodman-Hinnershitz questioned how Mr. McDougall envisions interaction with the Main Street Board. Mr. McDougall stated that DID is working to understand this relationship. He explained that Greater Reading Economic Partnership was working on Main Street designation in the past. A former Mayor wanted the City to take over designation so that it would be awarded the Main Street funding. He stated that the Main Street program requires a full-time dedicated employee and the only way to achieve that was to name Mr. Broad as the Main Street manager. He stated that the Main Street Board is comprised different people and it must be determined how to work together. He stated that DID handles all Main Street funding.

Ms. Goodman-Hinnershitz stated that she reads both sets of minutes and noted the need for synergy. Mr. McDougall suggested that the DID Authority and the Main Street Board be merged or to increase the number of DID members.

Mr. Sterner stated that separate meetings are held but that communication needs to be open and frequent. Mr. McDougall agreed.

Ms. Goodman-Hinnershitz noted the addition of the hotel to the downtown. Mr. McDougall stated that the hotel was built with a LERTA and that LERTA is assessment based. He stated that he appreciates the addition of the hotel but that the funding will be incremental over time.

Ms. Goodman-Hinnershitz questioned what Mr. McDougall would tell Council about reauthorizing DID. Mr. McDougall stated that he would request Council's continued support of its downtown engine. He stated that DID's assessment is approximately \$300,000 annually for downtown specific expenses. He stated that without DID the downtown would deteriorate. He noted the need to find a way to link businesses from 2nd through 11th Sts.

Ms. Goodman-Hinnershitz expressed the belief that downtown workers feel safer knowing the ambassadors are in the area. She stated that no one goes out for lunch or stays downtown after work.

Mr. Marmarou expressed the belief that the businesses downtown must offer something for these people so they do go out for lunch or stay after work.

Mr. Sterner expressed the belief that special events downtown are important. Mr. McDougall agreed and noted his hope for weekly events.

Ms. Goodman-Hinnershitz questioned if Mr. McDougall was aware of the new Reading Eagle initiative. Mr. McDougall stated that he is but noted that he is unsure how it will affect DID.

Mr. Marmarou stated that his church used to hold many events. He stated that they had to decrease the number of events held as many of the same people were active and they could no longer keep that pace. Mr. McDougall stated that this happens with many organizations.

Ms. Goodman-Hinnershitz questioned how the City can assist DID. Mr. McDougall noted his appreciation for the assistance of Public Works. He noted his hope for a dedicated police patrol and the City's continued support with events.

Mr. McDougall stated that he is available to speak with Council at any time. The Committee thanked Mr. McDougall for his service and dedication.

The Nominations and Appointments Committee recommends the reappointment of Richard McDougall to the DID Authority.

II. Minority Business Procurement Board/Equal Business Opportunity Board

Ms. Katzenmoyer stated that she has not yet been able to meet with Mr. Denbowski to discuss this issue. Mr. Denbowski stated that the meeting is scheduled for tomorrow. He stated that he will be sharing information he received regarding the potential for a third party review. He stated that the Reading School District uses an Equity Specialist in compliance with an agreement with the PA Human Relations Commission.

Mr. Denbowski stated that Mr. Bembenick's departure will also affect this issue as he would have been the liaison to this Board.

Mr. Denbowski stated that people are using social media platforms to spread untruths about City operations. He noted the need to debunk these posts.

Ms. Katzenmoyer stated that there will be a more detailed update at the next meeting.

The Nominations and Appointments Committee adjourned at 4:53 pm.

Respectfully Submitted by,
Shelly Katzenmoyer, CMC
Deputy City Clerk



MEMORANDUM

TO: Council President
FROM: Mayor
DATE: March 10, 2015
SUBJECT: BAC Appointment

Annarose Milch, 1855 Alsace Rd St. Reading PA is nominated for membership to the Stadium Commission pending all required background approval

I approve the nomination of this candidate for the Stadium Commission.

Joseph D. Spencer

RECEIVED
MAR 20 2015
BY: *lak*





CITY OF READING, PENNSYLVANIA

MEMORANDUM

TO: Mayor
FROM: Shelly Katzenmoyer, Deputy City Clerk
DATE: December 18, 2014
SUBJECT: Appointment Application

The Council office has received the attached BAC application from Annarose Milch. Ms. Milch is applying for membership to the Stadium Commission. She was recommended to apply by current Commission member, Lori Knockstead.

Please let the Council office know if you will endorse the appointment of this applicant.





CITY OF READING
BOARDS AUTHORITIES & COMMISSIONS
APPLICATION FORM

Article X of the City of Reading Home Rule Charter encourages the participation of citizens in their government through the establishment of Boards, Authorities and Commissions to carry out City business. Broad citizen participation is encouraged in the recruitment of appointees and in making appointments.

No appointee of any board, authority, or commission shall hold any other elected public office or any compensated position for the City. No person may serve concurrently on more than one board, authority or commission. The Charter requires all appointees to be residents of the City of Reading. At the discretion of Council, persons not residing in the City may be appointed if they have a significant property holding or business interest in the City.

Name: Annarose Ingarra-Milch
Address: 1855 Alsace Road, Reading, PA 19604
Years living at this address: 16
Date of Birth: 01.30.54
Occupation: Business Owner
Place of Employment & Address: ROI Training & Consulting
1855 Alsace Road
Reading, PA 19604
Telephone: Day 610.378.9499 Evening 610.207.7540
E-mail: roi-aim@msn.com

If you need more space for any of the questions below, please use the back of this form.
If you have a current resume, please attach it to this completed application.

1. What Board, Authority or Commission are you interested in serving on? Why?

Stadium Commission. As a local entrepreneur (and lifelong baseball fan) deeply vested in the future of the City of Reading, I see the Stadium and the Fightin Phils as one of the City's crown jewels and the Stadium as a cornerstone of positive activity. As my son is the head baseball coach at Wyomissing High School & Legion Coach, I have witnessed first hand the value of the Stadium when used to host youth participation. I welcome the opportunity to contribute to community and the mutual success of both entities.

2. In your opinion, what is the primary purpose of this board?

The primary purpose of the board is to promote the City of Reading and baseball and to act as a liaison between the City and the Phils to ensure shared sustainability & success.

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose?

I have a history of involvement with Boards - both as a facilitator of board development and as an active member advancing an organization's mission/vision. I am a former Standards for Excellence evaluator for the Pennsylvania Association of Non-Profit Organizations (PANO) so I am experienced when it come to the role of the board, its members, and the skills required to be effective.

4. Have you had any previous experience with this particular board? If yes, please describe.

No

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

Rebuilding Reading Poverty Commission; Seniors Helping Senior Board; Reading Area Trainers Assoc. Board; College Heights Community Council - volunteer. I often donate my training and consulting services to area non-profits. I also donate my time to host a webseries, "Storied Women" - to highlight the amazing women of our community.

6. Have you ever been employed by the City of Reading? If so, please list.

No

7. In a business relationship, have you ever provided goods or services for the City? If so, please describe?

No

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

Rebuilding Reading Poverty Commission, Economic Development Committee 2010

9. Are you currently a registered voter? Yes X No _____

10. Have you ever been convicted of a felony? Yes _____ No X

11. Do you own any properties or businesses in the City? If so, please list?

Owner of Alsace Road residence. My business, ROI Training & Consulting is also

located in the City of Reading.

12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation.

No

I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to penalties of 18 PA.C.S. 4904, relating to unsworn falsification of authorities. I consent to and authorize, without reservation, the City of Reading to obtain information relating to my law enforcement record, convictions for other than Summary Offenses, my tax payment record (including all applicable taxes payable to the City of Reading), and my utility payment record. Convictions will not automatically disqualify the applicant. I authorize each applicable agency to which this form is presented to release any results, upon request of the City of Reading, as described above. Copies of this consent that show my signature are as valid as the original signed by me. This consent is valid until the termination of my application process or my affiliation with the City of Reading, whichever is later.

Annarose Ingarra-Milch

Printed Name

Annarose Ingarra-Milch

Signature

12.13.14

Date

Please return the completed form to the

**City Clerk's Office
Office 2-24
815 Washington Street
Reading, PA 19601**

SUMMARY OF QUALIFICATIONS

- Successful business owner
- Published author; national speaker
- Highly skilled facilitator
- Experienced instructional designer
- Post-secondary educator, advisor, and civilian military instructor
- Personalized coach for women in leadership positions
- Workforce development instructor
- Serial entrepreneur
- Nonprofit organizational specialist
- Retired public servant, probation officer
- Excellent writing and presentation skills
- Proficient in MS Word, Excel, and PowerPoint

EXPERIENCE

**ROI Training & Consulting, LLC, Reading, PA - Certified Woman Business Enterprise
Owner/Trainer/Consultant**

- Design and facilitate interactive, client-specific training programs that link training with corporate strategy to drive results. ROI is a preferred provider of training services to the U.S. Department of the Navy.

Training topics include:

- | | |
|------------------------------|------------------------------------|
| - Communication Skills | - Performance Management |
| - Conflict Management | - Presentation Skills |
| - Customer Service | - Productive Meetings |
| - Effective Delegation | - Professionalism in the Workplace |
| - Inter-Gender Communication | - Supervisory Skills |
| - Interviewing Skills | - Teambuilding |
| - Leadership Skills | - Time Management |
| - Listening Skills | - Train the Trainer |

- Provide business management and financial analysis services across industry sectors
- Provide personalized coaching to women in leadership positions
- Conduct organizational assessments and strategic plans
- Design performance management systems and HR policies/procedures
- Provide special services to nonprofit organizations including grantsmanship, board development, etc.
- Keynote speaker at state association conferences, women's groups, business programs

Carroll Community College, Westminster, MD

Adjunct Instructor - Workforce Training and Business Services

- Design and facilitate leadership and entrepreneurship programs for adult learners

Kutztown University, Kutztown, PA

Non-credit Instructor - Career Development Center, Professional & Workforce Services

- Designed and facilitated leadership and entrepreneurship programs for adult learners

Berks Technical Institute, Wyomissing, PA

Adjunct Faculty, Criminal Justice Department

- Educated and advised non-traditional adult learners using on-ground (classroom) and distance learning methodologies in a post-secondary accredited educational institution

Reading Area Community College (RACC), PA

Non-credit Instructor, Gateway Program & Career Lab Plus Program

- Designed and facilitated curricula at community college focused on preparing individuals transitioning from government subsidized programs to academic advancement, occupational training, and/or employment

**CONCERN Professional Services for Children, Youth, and Families, Fleetwood, PA
Training Coordinator**

- Designed, coordinated, and facilitated training for foster families and staff of nonprofit foster care agency

University of North Carolina, Chapel Hill, NC

Assistant Trainer and Research Assistant

- Assisted behavior therapist with training first year medical students to improve interview skills
- Evaluated state-wide family day care centers involved in Smart Start early childcare initiative

Ulster County Probation Department, Kingston, NY

Probation Officer

- Supervised juvenile and adult offenders sentenced to probation by the courts
- Compiled comprehensive, individualized pre-sentence investigations
- Effectuated alternative sentencing and diversion programs

PREVIOUS BUSINESS EXPERIENCE

A Different Grind, Coffee Store, Durham, NC

Owner

Annarose's Repeat Performance, Vintage Clothing Store, Kingston, NY

Owner

EDUCATION/TRAINING

Bachelor of Arts, State University of New York, New Paltz, NY

Certified PQAS, Early Childhood Educator, Harrisburg, PA

Certified Instructor - Day-Timers, Allentown, PA

Certified Assessor, PA Standards for Excellence, Ethics and Accountability Code for Non-Profit Organizations

Certified Peace Officer (retired), New York State Department of Corrections, Albany, NY

PUBLICATIONS & MEDIA

Lunch with Lucille, author, 2012

"Storied Women", internet webseries

"Finding YOUR Lucille," host of iTunes podcast series

Featured in Wall Street Journal, MoneyMarket Retirement Living article

Featured in Ameritrade online article

Featured in Berks County Living magazine, W2W magazine, The Lincoln Eagle newspaper

Featured on WFMZ "Life Lessons", radio and podcast series

Speaking of Success with Stephen Covey & Brian Tracy, co-author, Insight Publishing, TN, 2006

One Great Idea Can Revolutionize Your Business, co-author, Insight Publishing, TN 2007

"**Success Connection**", Kutztown University Small Business Development Center

"**KNPA Monthly Update**", Kansas Nonprofit Association, Mainstream, Inc., Topeka, KS

"**Keynotes**", Pennsylvania Association of Nonprofit Organizations (PANO)

AFFILIATIONS

International Speakers Network (ISN)

American Society of Training and Development (ASTD), Northeast Chapter

Consultants Forum – ASTD Special Interest Group

Rebuilding Reading Poverty Commission, Economic Development Committee



CITY OF READING
BOARDS AUTHORITIES & COMMISSIONS
APPLICATION FORM

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Name: William C. Long
Address: 137 Overlook Road Morgantown PA 19543
Years living at this address: 2 years
Date of Birth: 8/29/1956
Occupation: Banker
Place of Employment & Address: MTB BANK
50 North Fifth Street
Reading PA.
Telephone: Day 610-378-3938 Evening 610-207-8252
E-mail: WLong@MTB.com

If you need more space for any of the questions below, please use the back of this form.
If you have a current resume, please attach it to this completed application.

1. What Board, Authority or Commission are you interested in serving on? Why?
City of Reading Revitalization and Improvement Zone
Authority (CRRIZA)

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BY: mak

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2. In your opinion, what is the primary purpose of this board?

Assist the City of Reading in community development

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose?

Knowledge of the City having worked in the city for over 30 years. Knowledge of finance to evaluate opportunities as they are presented.

4. Have you had any previous experience with this particular board? If yes, please describe.

no, new board

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

Currently Treasurer & Executive Committee member of the Greater Reading Chamber of Commerce. Council President for the Hawk Mountain Council of Boy Scouts. Board member Berks History Society.

6. Have you ever been employed by the City of Reading? If so, please list.

NO

7. In a business relationship, have you ever provided goods or services for the City? If so, please describe?

NOT personally. However MHT Bank may have in the past provided deposit services.

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

NO

9. Are you currently a registered voter? Yes No

10. Have you ever been convicted of a felony? Yes No

11. Do you own any properties or businesses in the City? If so, please list?

no

12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation.

no

I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to penalties of 18 PA.C.S. 4904, relating to unsworn falsification of authorities. I consent to and authorize, without reservation, the City of Reading to obtain information relating to my law enforcement record, convictions for other than Summary Offenses, my tax payment record (including all applicable taxes payable to the City of Reading), and my utility payment record. Convictions will not automatically disqualify the applicant. I authorize each applicable agency to which this form is presented to release any results, upon request of the City of Reading, as described above. Copies of this consent that show my signature are as valid as the original signed by me. This consent is valid until the termination of my application process or my affiliation with the City of Reading, whichever is later.

William Chong
Printed Name

William Chong
Signature

3/2/2015
Date

Please return the completed form to the

**City Clerk's Office
Office 2-24
815 Washington Street
Reading, PA 19601**

MEMORANDUM

TO: Nominations and Appointments Committee
FROM: Shelly Katzenmoyer, Deputy City Clerk
DATE: April 6, 2015
SUBJECT: Pending Applications

The following persons have applications for Boards, Authorities, and Commissions pending:

Stadium Commission - *3 openings*

- **Kevin Graybill** - appointment - has Mayoral approval - interviewed on November 17, 2014
- **Annarose Milch** - appointment - has Mayoral approval
- **Christopher Ninfo** - appointment - will need Mayoral approval

Main Street Board - *1 opening*

- **Lawrence Miller** - appointment - will need Mayoral approval
- **Ian Gross** - appointment - sent to Mayor December 2014
- **Ray Melcher** - appointment - sent to Mayor February 2015
- **Pier Ignozzi-Shafer** - appointment - sent to Mayor February 2015
- **Charles Milch** - appointment - sent to Mayor February 2015

Zoning Hearing Board - *1 opening and 1 alternate opening*

- **William Harst** - reappointment

Human Relations Commission - *2 openings*

- **Zimri Rivera** - appointment - *has Mayoral approval*
- **Bethzaida Flores** - appointment - will need Mayoral approval

Blighted Property Review Committee - *1 opening*

- **Heminton Urena** - reappointment - will need Mayoral approval

Environmental Advisory Council - *2 openings*

- **Andrew Molteni** - reappointment

CRIZ Authority - *3 openings*

- **William Long** - appointment
- **Charles Milch** - appointment

Code and License Appeals Board - *1 opening, 3 alternate openings*

- **Barbara Waller** - appointment

Police Civil Service Board - *2 openings*

- **Edwin Stock** - reappointment

BOARDS, AUTHORITIES & COMMISSIONS

OPEN SEATS

APRIL 6, 2015

Board, Authority & Commission	Mayor appointment w/ Council approval	Mayor appointment	Council appointment
BOARDS			
Electrician's Examining Board			
			Board full
Plumbing Board of Examiners	Board full		
Reading HVAC Board			5 openings
Zoning Hearing Board			1 opening
			1 alternate opening
			1 application pending
Police Civil Service Board			2 openings
			1 application pending
Fire Civil Service Board			1 opening
Board of Historical Architectural Review			4 openings
Board of Trustees of the Reading Public Library			1 City opening

Board of Health			1 opening
			1 alternate opening
Board of Ethics			
	2 openings		
Building/Fire Code Board of Appeals			
	1 opening		
	2 alternate openings		
Animal Control Board			
	3 openings		
Charter Board			
	3 openings		
Code & License Appeals Board	1 opening		
	3 alternate openings		
	1 application pending		
Minority Bus. Board	7 openings		
Police Diversity Board		4 openings	
		1 alternate opening	
City-wide Diversity Board			Board full
Main St Board	1 opening		
	5 applications pending		

AUTHORITIES

Reading Area Water Authority			
			1 opening
Reading Redevelopment Authority			
	2 openings		
Reading Housing Authority			
	Board full		
Reading Parking Authority			
		Board full	
Convention Center Authority			
			Board full
Downtown Improvement District Authority			
	1 opening		
City Revitalization Improvement Zone Authority			
			5 openings
			1 applications pending

COMMISSIONS

Planning Commission			
	2 openings		
Reading Shade Tree Commission			
	2 openings		
Stadium Commission			
	3 openings		
	3 applications pending		

Reading Human Relations Commission	3 openings		
	2 applications pending		
Blighted Property Review Committee	1 opening		
	1 application pending		
Environmental Advisory Council			2 openings
			1 application pending
Recreation Commission	Board full		
Audit Committee			
			Board Full



CITY OF READING CITY COUNCIL

Brief

Item: Equal Business
Opportunity
Advisory Board **From:** Shelly Katzenmoyer
Deputy City Clerk

Briefing No.: 1-2015 **Date:** March 30, 2015

SUBJECT: Repealing the Minority Business Procurement Board and replacing it with the Equal Business Opportunity Advisory Board

BACKGROUND: At the February 17, 2015 Committee of the Whole meeting, Council heard a presentation from Frank Denbowski about the Administration's wish to amend the Minority Business Procurement Board and rename it the Equal Business Opportunity Advisory Board. Council had the following discussion:

III. Minority Business Procurement Board

Mr. Denbowski stated that one of his roles is to assist in filling vacant positions on boards, authorities and commissions. He stated that this Board has been dormant for several years. He stated that rather than just fill the positions, he felt it was better to review the legislation and determine if amendments are needed. He stated that he has received feedback from the former chair of this Board and has reviewed similar legislation in other cities. He stated that he has also reviewed the Board with Mr. Bembenick. He distributed an updated draft amendment.

Mr. Denbowski stated that the City has made much progress in this area since 2005. He stated that both the Administrative Code and the purchasing policies have been updated. He suggested that the name of this board be changed to emphasize that it will assist all socio-economic classes. He suggested that a role of this Board should also be as liaison

to the business community. He explained that the Minority Contractors Association no longer exists. He suggested that the number of members be reduced from seven to five. It was also suggested that references to employment and labor be stricken from this legislation as it is now under the purview of the Diversity Board.

Mr. Bembenick stated that including employment and labor under this Board would be duplicative with the Diversity Board. He noted the need for better definitions of Disadvantaged Business Enterprise (DBE), Minority Business Enterprise (MBE), and Women Business Enterprise (WBE).

Mr. Denbowski stated that this Board will need administrative support. He stated that this support would be provided by Administrative Services. He reviewed the draft amendment.

Ms. Goodman-Hinnershitz voiced support to change the name of this Board. She stated that the legislation needs additional review. She stated that there have been diversity changes in the City and that the word minority does not have the same meaning.

Ms. Reed suggested that this issue be looked at more deeply to determine if this Board is needed. She suggested that there may be other ways to address the issue. Mr. Denbowski agreed.

Mr. Acosta recalled that the Minority Contractors Association came into being as a reaction to Our City Reading not awarding contracts to minority businesses. He suggested that this group was also the driving force of this legislation. He agreed with the need to change the name of this Board. He suggested that the Board be repealed rather than amended if it is no longer necessary.

Mr. Waltman left the meeting at this time.

Mr. Denbowski stated that there is a lot of rumor and that a role of this Board, as liaison to the community, is to debunk the fact versus fiction. He suggested that the Board be amended if it can assist building trust with the community.

Mr. Acosta suggested that the issue may become political and be counterproductive.

Ms. Goodman-Hinnershitz stated that the wording of Section 705 Powers and duties of the Board may backfire if not amended.

Ms. Reed recommended that the amendment be reviewed at an upcoming Nominations & Appointments Committee meeting. She questioned why this was coming forward at this time. Mr. Denbowski stated that it is to fill the vacant positions.

Ms. Goodman-Hinnershitz stated that the City is entering the season where everything that is done is viewed as political.

Mr. Acosta suggested that the need for this Board must be confirmed. He stated that the role of this Board must be essential to invest in amending the legislation. He stated that the reporting section must be clear and specific. He suggested that if the role of reporting is better defined, that will indicate if the Board is needed.

Mr. Denbowski questioned if the Board should be repealed if it is found that the issue can be addressed in other ways.

Ms. Goodman-Hinnershitz suggested that repealing may be viewed as negative during this season.

Mr. Daubert suggested that a draft amendment be considered first.

Ms. Katzenmoyer requested that she receive the updated draft as she has also begun to review the legislation. Mr. Denbowski stated that he will provide the updated draft.

I reviewed the existing legislation and it appears that additional amendments are needed. Additionally, the departure of Mr. Bembenick will affect the internal workings of this Board until a new Administrative Services Director is named.

PROGRESS REPORT: I met with Mr. Denbowski on March 3 to begin work on the amendment. We reviewed the amendments suggested by myself as well. At that meeting, Mr. Denbowski began discussion about the City's need to perform a disparity analysis. I recommended that the work group be expanded to include Thomas

Coleman as he works with the Human Relations Commission and would be more familiar with this analysis.

The expanded group met again on March 19 to discuss the City's need to perform a disparity analysis. The pros and cons were discussed. Mr. Coleman recommended that a study not be performed at this time as it is time and labor intensive and would cost quite a bit of money to have performed by an outside consultant.

Mr. Coleman indicated that the City's reliance on Costar may undermine its diversity efforts and that this amendment would not give preferential treatment but rather access to opportunities that certain entities have previously not been presented with.

At this meeting the group learned of the Administration's hope to have this amendment passed by Council before the May Primary Election. This will accelerate the pace of the work group to allow for Council input and comment.

I suggest the following timeline:

- April 6 – Update and brief at Nominations & Appointments Committee
- April 7 – 20 – Council input and comment
- April 27 – Discussion at Committee of the Whole meeting and introduction of ordinance
- May 11 – Final passage

The group met again on March 27 to discuss the qualifications of potential Board members and the Board's duties. The suggested qualifications are noted in a "comment" on page 6. The amended duties are listed on page 8.

Please provide comment no later than April 20.