



City of Madison
Agenda - Approved
Affirmative Action Commission
Appeals Subcommittee

City of Madison
Madison, WI 53703
www.cityofmadison.com

Wednesday, November 2nd, 2016

5:00 P.M.

Room LL-120
Madison Municipal Building
215 Martin Luther King Jr. Blvd.

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnub ua hauj lwm ua ntej yuav tuaj sib tham.

Contact Kate McCarthy at KMcCarthy@cityofmadison.com or (608) 267-1127.

A quorum of the Affirmative Action Commission may be present.

The AAC Appeals Subcommittee will conduct hearings pursuant to Section 39.02(9)(g) Madison General Ordinances regarding Contractors' failure to submit an approved Affirmative Action Plan.

1. Call to Order / Roll Call
2. Disclosures and Recusals
Members of the committee shall make any required disclosures or recusals under the City's Ethics Code.
3. Introductions and Process Explanation
4. The AAC Appeals Subcommittee will hold hearings regarding the following contractors who have received Demand to Cure Default Notices for failing to submit an approved Affirmative Action Plan:

Heat Software USA, Inc.

LW Allen, Inc.

Modular Space Corporation

The Glacier Group LLC

For each contractor or group of contractors hearing, the following will occur:

- a. Testimony, introductions of exhibits, and examination of witnesses by Affirmative Action Division of Facts Supporting Findings of Non-Compliance with Section 39.02(9) Madison General Ordinances;
- b. Testimony, introduction of exhibits, and examination of witnesses by Contractor or Legal Counsel;
- c. Comments from the contracting department, if any;
- d. Questions from the AAC Appeals Subcommittee of witnesses.

5. Closed Session

The Affirmative Action Commission Appeals Subcommittee may, by proper motion and majority vote, convene in closed session during the course of this appeal for one or more of the following purposes, as authorized by Wisconsin Statute:

- Deliberating concerning a case which was the subject of any quasijudicial hearing before the Subcommittee, under Wis. Stats. Section 19.85(1)(a).

PLEASE TAKE FURTHER NOTICE that if the Subcommittee convenes in closed session, the Subcommittee may reconvene into open session to continue its proper business, to schedule further meetings, and for other lawful purposes.

6. Reconvene in Open Session

7. Announcement of Decision

8. Adjournment