



Meeting Notice

Governance Committee Meeting

Tuesday December 14, 2021

4pm

Virtual Meeting

1730 W. North Avenue

Milwaukee, WI 53205

If you are unable to attend this meeting, please Abra Fortson @ 414-906-2720.

*NOTICE is hereby given that the Commission may convene in closed session to consider item (s) above pursuant to Section 19.85 (1) (c), (e), (f), and (g) Wisconsin statutes, and may reconvene in open session to take action on items discussed.



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12 Noon – VIRTUAL

AGENDA

1. Call to Order
2. Roll Call
3. Compliance with the Wisconsin Open Meetings Law
4. Approval of the December 14, 2021 meeting agenda Action
5. Governance Committee Updates Introductions Information
6. Approval of Previous Meeting Minutes Action
 - Approval of February 4, 2020 Meeting Minutes
 - Approval of April 14, 2021 Meeting Minutes
7. District 5 Special Election Timeline Approval Action
8. New Business Information
9. Old Business Information
10. Adjourn Action

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Governance Committee Meeting Minutes
February 4, 2020 5:30p
1730 W. North Avenue Board Room

Present:

- Sara Van Winkle
- George Matthews
- Nikki Purvis
- Matthew Boswell
- Dr. Valencia Brown
- Glen Carson
- Rosemary Holley - TARP

Board Guest:

Excused Absence:

Legal Counsel: James Hall

Call to order

Committee Chair Van Winkle called the meeting to order at 5:39 pm. A quorum was established.

Compliance with Open Meetings Law

It was confirmed by Abra Fortson that the meeting was in compliance with Wisconsin's Open Meetings Law.

Adoption of the Tuesday February 4, 2020 Agenda

A motion was made by Nikki Purvis to accept Tuesday February 4, 2020 meeting agenda. The motion was seconded by Rosemary Holley. The motion carried.

Approval of May 19, 2019 Meeting Minutes

A motion was made by Rosemary Holley to approve the May 19, 2019 meeting minutes. The motion was 2nd by George Matthews. The motion carried.

Presentation of the 2020 Election Process for Districts 1&2

Legal Counsel James Hall reviewed the historical timeline regarding election process changes and by-law edits that governed current processes with the committee.

Abra Fortson presented the timeline of the 2020 Election Process for Districts 1&2. Nikki Purvis asked about a what if scenario where no people ran for the position. Abra Fortson responded that historical that hasn't happened due mostly to good advertising



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and encouraged community participation. Ms. Fortson stated that she was confident that would not be an issue.

Matthew Boswell asked about background check practices. Attorney Hall responded that qualifications were verified on the front end and that if/when seats are won, a soft background check occurred. He noted this is the reason why the announcement is typically delayed.

Legal counsel also said that history has never had a person that had been outright unacceptable. But had seen fraud and or misrepresentation with open cases. In that case, the full board took a vote to take action. At that time, it prompted revisions to the by-laws that include and ethics provision.

A motion was made by Nikki Purvis to accept the timeline as presented. The motion was 2nd by Rosemary Holley. The motion carried.

New Business

Committee Chair, Sara Van Winkle noted that her term would be timing out in March 2020. She asked that if the committee had questions, interest or concerns, they should express them to Board Chair Elmer Moore Jr.

Old Business

Committee Chair, Sara Van Winkle reported that in previous meetings there had been discussion regarding the need to keep or eliminate the Audit Committee. She said that while the audit committee had been associated with the Internal Audit Department (IAD) which had been eliminated, it was her opinion that the Audit Committee be retained and activated should the oversight of Budget Finance & Resource Development committee not be sufficient.

Adjournment

A motion was made by Rosemary Holley to adjourn. The motion was seconded by Commissioner Nikki Purvis. The Motion carried.



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Pre-Launch Phase December 1 - 16

The Pre-Launch Phase is a time of preparation for the election process.

- Governance Acceptance of Election Timeline
- Recommendation to full board for approval

December 16-17

- Voting sites confirmed

Candidate Recruitment Phase JAN 3-9

The Candidate Recruitment Phase is a time when we recruit potential commissioners and bring awareness to our board election process.

- Create candidate recruitment graphics
- Promote recruitment on social and website
- Send press release to recruit additional exposure to potential candidates
- Send candidate recruitment email
- Packets available for pickup
- Deadline for signature
- Validate signatures

Candidate Promotion Phase JAN 10-16

The Candidate Promotion Phase is the time when we promote the approved candidates for the upcoming election.

- Create candidate promotion graphics
- Bio and pictures of approved candidates submitted
- Candidate background checks
- Promote candidates on social and website
- Send candidate promotion email

District Vote Promotion Phase JAN 17-26

The District Voting Promotion Phase is the time when we promote and bring awareness to certain districts getting out to vote for their selected commissioner that will fight against poverty.

- Create voting promotion graphics
- Directional signage created
- Promote voting on social and website
- Send voting promotion email
- Certify votes

Election Day January 27, 2021

Post-Election: Promote Newly Elected Commissioner

Phase JAN 27-31

The Promote Newly Elected Commissioner Phase is the time where we bring awareness to our newest elected commissioners.

- Governance committee candidate approval
- Full board approval of candidates
- Create graphics for newly elected commissioners
- Promote newly elected commissioners on social and website
- Send email announcing newly elected commissioners

Post-Election: Promote Swearing-In of Commissioners

- Send press release for swearing-in
- Record swearing-in