



# City of Milwaukee

200 E. Wells Street  
Milwaukee, Wisconsin 53202

## Meeting Minutes

### SISTER CITIES COMMITTEE

**ALD. RUSSELL W. STAMPER, II, CHAIR**  
*Al Durtka, Tiffany Barta, and Oscar Tovar*  
Staff Assistant, Chris Lee, 286-2232, Fax: 286-3456,  
[clee@milwaukee.gov](mailto:clee@milwaukee.gov)  
Legislative Liaison, Aaron Cadle, 286-8666,  
[acadle@milwaukee.gov](mailto:acadle@milwaukee.gov)

---

Monday, June 18, 2018

10:00 AM

Room 301-A, Third Floor, City Hall

---

**1. Call to order.**

*Meeting called to order at 10:02 a.m.*

**2. Roll call.**

*Present 4 - Stamper, Durtka, Tovar, Vang  
Excused 1 - Barta*

*Mr. Vang joined the committee at 10:08 a.m. during item 4, b.*

**3. Review and approval of the previous meeting minutes from March 1, 2018.**

*Member Durtka moved approval, seconded by member Tovar, of the meeting minutes from March 1, 2018. There was no objection.*

**4. Review and approval of annual reports.**

*a. Daegu Metropolitan City, South Korea*

*Mr. Lee commented. The 2018 annual report is filed and before the committee for review. The local sponsor cannot appear today.*

*Members had no questions or comments on the filed report.*

*Member Tovar moved approval, seconded by member Durtka, of the 2018 annual report for the sister city relationship with Daegu Metropolitan City, South Korea. There was no objection.*

*b. Galway, Ireland*

*The 2018 annual report is filed and before the committee for review.*

*Individual appearing:  
Paige Pritchard, Irish Fest Inc. and Celtic MKE*

*Ms. Pritchard commented on the report. Activities regarding the relationship are the*

same every year, including last year's activities. Next year the City of Galway will be showcased at Irish Fest. A delegation of about 20 people is expected to come to Milwaukee and attend Irish Fest this August as well as attend a City Hall reception on August 17th, which the committee is invited to attend.

Mr. Vang joined the committee at 10:08 a.m.

Member Tovar moved approval, seconded by member Durtka, of the 2018 annual report for the sister city relationship with Galway, Ireland. There was no objection.

c. Medan, Indonesia

The 2018 annual report is not filed yet and is due June 21, 2018.

Individual appearing:  
Leni Siker

Ms. Siker commented. She resides in Milwaukee and is a facilitator on the Medan-side. The relationship is at a standstill on the side of Medan due to the agreement signing process being flawed according to Indonesian Foreign Affairs requirements. To recognize the relationship, Medan would like an elected official from Milwaukee to go to Medan to fulfill the relationship process there. Medan would like to send a formal invitation to Milwaukee. Member Vang had traveled to Medan a few years ago. Khay Khong is the main contact for the relationship locally here. She would like to also be a local contact on behalf of the relationship. A main exchange interest for Medan is the nurse initiative.

Chair Stamper commented. A formal invitation can be sent both to Mayor Tom Barrett, him, and clerk staff. Ms. Siker can contact and work with Mr. Khong, the registered main contact, to represent the relationship locally in Milwaukee. Further updates on activities regarding the relationship should be given to the committee going forward.

Mr. Vang moved to hold review of the 2018 annual report for the sister city relationship with Medan, Indonesia. There was no objection.

d. uMhlathuze, South Africa.

Mr. Lee commented. The 2018 annual report is not filed yet and is due June 21, 2018. No one is here locally to appear on this item. The matter should be held. The status of the relationship should be discussed in item 5, c.

Member Tovar moved to hold review of the 2018 annual report for the sister city relationship with uMhlathuze, South Africa. There was no objection.

## 5. Review of sister city relationship local sponsorship statuses.

Mr. Lee commented. All three sister city relationships no longer have a local nonprofit sponsor. All three relationships were previously sponsored by the Pan-African Community Association (PACA), which has been disbanded. The committee should review the relationship local sponsorships going forward. The expiration dates for the relationships with Bomet County, Medan, and uMhlathuze are 11/23/2020, 10/30/2019, and 5/23/2019 respectively.

a. Bomet County, Kenya

*Individual appearing:*  
Samuel Jackoyo, Kenyans in Milwaukee

*Mr. Jackoyo commented. The main local contact, Alice Kones, could not appear today. His group is working with Ms. Kones locally to support the relationship and would like to step into the local sponsorship role to continue the relationship. Kenyans in Milwaukee has been established for about four years. Recent political elections and changes in Bomet County, such as election of a new Bomet County governor, has altered connection and delayed activities between both cities. Also, the relationship has been challenged by PACA's dissolving. Ms. Kones recently traveled to Bomet County and has met the new governor there. The Bomet side still wants to continue the relationship.*

*Chair Stamper commented. Further updates on activities regarding the relationship should be given to the committee going forward. Clerk staff can give more information offline about the process of submitting a new local sponsor.*

*Member Durtka said that a transfer in local sponsorship would require review by the committee.*

b. Medan, Indonesia

*Individual appearing:*  
Leni Siker

*Ms. Siker asked for an opportunity to seek a new local nonprofit sponsor for the relationship.*

*Chair Stamper said that clerk staff can give more information offline about the process of submitting a new local sponsor.*

c. uMhlathuze, South Africa

*Mr. Lee commented. The relationship lacks a local nonprofit sponsor as well as a local main contact. The previous main contacts, Joe and Magugu Davis, had notified staff recently of no longer being interested and involved in the relationship.*

*Chair Stamper said that an inquiry should be made to Joe Davis to see if he has knowledge of any other interested contacts to provide who may want to carry forward the relationship.*

## 6. Review of new position job classification study.

*Individual appearing:*  
Sarah Trotter, Dept. of Employee Relations (DER)

*Ms. Trotter gave an overview of an initial classification study from DER for a potential new position of Sister Cities Coordinator. An analysis was done for other similar City positions as well as market rates for pay. The closest City position similar to a Sister Cities Coordinator position is the position of an Economic Development Specialist in pay range 2GX (\$51,469 - \$72,063). The title of Sister Cities Coordinator is appropriate and descriptive of what the duties and responsibilities would be. DER*

would support a Sister Cities Coordinator position in pay range 2GX. The salary ordinance does allow appointment up to 60 percent (\$63,825) of the range subject to approval of the Chair of Finance and Personnel Committee and DER. Non-residents pay rates would be slightly lower.

Chair Stamper commented. The committee had held a phone conference meeting with sister city program staff from two different cities (Denver, CO and Lexington, KY) last year that involved discussion around the activities, duties, and responsibilities of the programs and positions from those two cities. The meeting minutes that captured that discussion should be reviewed by DER and incorporated into the classification study. It appeared that the salaries of the staff persons from those two cities were based on the fundraising that those programs engaged in.

Ms. Trotter commented. Her office had looked at a job description from the City Clerk and memos from the Legislative Reference Bureau about other sister city programs nationwide and within the state. From her research it appeared that many other sister city programs had a connection with an outside nonprofit or housed a position in an outside nonprofit organization. It appeared that the committee was exploring to create a new City employee position, which the initial study is in response to. Her office was not aware of the alluded meeting minutes and phone conference. She can look into those minutes as a follow-up.

Member Tovar said that the initial classification study report is thorough and reflects the committee's recommendations from past meetings about the duties of the position.

Mr. Lee said that committee previously had approved a job description, put together by the City Clerk, and the percentage breakdown of duties and responsibilities listed in the job description, which is also reflected in the initial classification study.

Member Durtka commented. Fundraising can be problematic for a municipality and may best occur within a non-municipal entity. For other cities, nonprofits have come in to preside over entire programs and staffing of programs with support from the respective municipalities. Much travel is required for sister city programs and can attract much scrutiny if traveling staff were housed within a municipality as opposed to outside a municipality.

Member Durtka moved to hold review of the job classification study to the next meeting. There was no objection.

## **7. Discussion on sister city related events or activities.**

### *a. Meet and greet*

*Individual appearing:*  
*Arlisia McHenry, City Clerk's Office*

*Ms. McHenry gave an update. She is still looking for a possible venue space. She looked at the space at the Wisconsin Economic Development Corporation, as suggested by Khay Khong, but that venue is expensive and not free of charge. She plans to look at the Irish Fest Center facility and a few other places. Once a venue is set, she will work on setting a date.*

*Member Durtka suggested Mexican Fiesta on South 20th Street and Oklahoma*

Avenue.

b. Other

There was no other discussion.

## 8. Announcements.

a. *Sister Cities International 2018 Annual Conference (Aurora, CO 8/2-8/4/18)*

*Member Durtka commented. The conference is a training opportunity for cities that attend. A new board of directors will be elected. He will attend the conference. Early registration has been forwarded to members. He previously was designated as the voting member from Milwaukee last year. Next year the conference will be held in Houston. Sister Cities International has a new president.*

*Member Durtka inquired about attendance to the conference from other members and authorizing a person from Milwaukee to vote for the new board of directors this year.*

*Remaining members stated that they either cannot attend or will explore attending the annual conference.*

*Member Tovar moved to designate member Durtka to act on the City's behalf to make elections at the upcoming annual conference. There was no objection.*

b. Other

*Individuals appearing:*

*Boris Nayflish, Griffon Brands*

*Joseph Spolowicz, St. Michael's Ukrainian Catholic Church*

*Mr. Spolowicz commented. There will be a delegation from Irpin traveling to Milwaukee this summer from June 26th to July 2nd. The main purpose is to attend and study Summerfest with the hope to make preparations to bring music acts from Ukraine to Summerfest in the future. The church plans to host a dinner for the delegation July 1st. The delegation also plans to come to Chicago and Milwaukee this August to celebrate Ukraine Independence Day. There are plans to do a music event on August 19th. Assistance is needed to acquire an inexpensive indoor venue for the event that can accommodate 200-300 people. Any support would be appreciated.*

*Member Vang said that the United Community Center may be a good venue.*

*Chair Stamper said that members should forward any venue ideas and contacts to Mr. Spolowicz.*

*Mr. Nayflish commented. Chair Stamper is needed to respond via email to the U.S. Embassy Kyiv regarding VISA support and confirm to the embassy of the Irpin delegation that will be coming. Irpin is focused to learn from Milwaukee and how to operate effectively and efficiently in many areas including festivals, municipal operations, healthcare, and education.*

## 9. Agenda items for the next meeting.

*Next meeting agenda items to include an update of sister city relationship local sponsorship statuses for the relationships with Bomet County (Kenya), Medan (Indonesia), and uMhlathuze (South Africa); Sister Cities International 2018 Annual Conference recap; meet-and-greet event; and review of new position job classification study.*

*Additional agenda items should be forwarded to clerk staff.*

**10. Set next meeting date and time.**

*Mr. Lee said that the next quarterly meeting would be in September.*

*Ald. Stamper said to try to have the next meeting in late July prior to the City's budget review.*

**11. Adjournment.**

*Meeting adjourned at 10:44 a.m.*

*Chris Lee, Staff Assistant  
Council Records Section  
City Clerk's Office*