



Wisconsin Department of Transportation
Inter-Tribal Task Force
www.WisDotTribalTaskforce.org



BUSINESS AND LABOR WORK TEAM MEETING NOTES
March 5, 2018

Participants included Promise Bakken, Kevin Chesnik, Agnes Fleming, Ryan Greendeer, Gary Mejchar, Todd Mulvey, Delores Staples, Ward Staples and Kim Swisher.

The teleconference began at 10:04 am. The group reviewed the previous meeting notes and action items.

Agnes shared the draft RFP for marketing, outreach and promotions. She noted the completion date for the work is August 31, 2019. This will be discussed at next week's ITTF meeting, and will be have sections for each work team.

The group discussed the content, and Gary asked how the RFP will be disbursed. Agnes noted it will be shared with Tribal Leaders, ITTF Members and Tribal newspapers. She asked if this could be shared thru WisDOT, and Promise will check and let Agnes know.

Kevin noted that if the RFP is for all of ITTF's work teams rather than just the Business & Labor, it will probably take longer than three months to complete the work. Gary noted this is just a plan, and the contractor will not be implementing the plan. The group discussed this, with Kevin noting that it usually takes six to nine months to develop a plan, as visits to stakeholders should be included. Delores noted it's important to get each Tribe's perspective, as everyone will have different points of view, target markets, events and resources. The plan would also identify communications tools, including the best outreach tools for each Tribe.

Gary asked who will be involved on the review committee, and suggested including someone from each work team. The group also discussed that the marketing plan will be a living document, and should be reviewed on an annual basis. Gary also noted this is an opportunity for cross promotion of events and leveraging resources and events.

The group identified target markets for the Business & Labor Work Team as DBEs, potential DBEs and businesses that used to exist but may have fallen off the radar. Marketing will increase awareness, access and utilization of ITTF's services and resources.

Agnes will update the Business & Labor's section of the RFP and forward it to Delores, Gary and Kevin for review. The group will meet via teleconference on March 11th at 1:30 pm.

Agnes and Gary will meet via teleconference on March 6th at 11:00 am to review the remaining portions of the Work Plan.

The meeting ended at 11:04 am.

Meeting recordings may be found at <https://goo.gl/6VJsG1>

Work Team meeting notes may be viewed at <https://wisdottribaltaskforce.org/labor-business/about-labor-business/>



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ACTION ITEMS:

- Agnes will resend the ITTF March 14th meeting information
- Promise will find out if the Marketing RFP can be shared thru WisDOT and let Agnes know
- Agnes will schedule a teleconference with Gary on March 6th to review the Work Plan.
- Agnes will schedule a teleconference on March 11th at 1:30 pm with Delores, Gary and Kevin to review the updated RFP for Business & Labor

NEXT MEETING:

April 2, 2019 at 10:00 am.

Please join the meeting from your computer, tablet or smartphone

<https://global.gotomeeting.com/join/470753405>

Please dial in using your phone (*web phone doesn't work well*)

(646) 749-3122

Access Code: 470-753-405