



Equal Opportunities Commission

Whitewater Municipal Building Community Room,
312 West Whitewater St., Whitewater, WI 53190
*In Person and Virtual

Monday, February 03, 2025 - 5:00 PM

**Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.
Citizen participation is welcome during topic discussion periods.**

City of Whitewater is inviting you to a scheduled Zoom meeting.

Topic: E. O. C.

Time: Feb 3, 2025 05:00 PM Central Time (US and Canada)

Join Zoom Meeting:

<https://us06web.zoom.us/j/86935487361?pwd=hzqSBQ2aEitTZbZVUo2KiAnnLm0AWH.1>

Meeting ID: 869 3548 7361

Passcode: 127947

Find your local number: <https://us06web.zoom.us/j/86935487361?pwd=hzqSBQ2aEitTZbZVUo2KiAnnLm0AWH.1>

**Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number:
(262) 473-0108.**

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

A committee member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the Committee to be implemented. The agenda shall be approved at each meeting even if no changes are being made at that meeting.

1. JUNE 3, 2024 EOC MINUTES

HEARING OF CITIZEN COMMENTS

No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the

agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.

To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial *6 to unmute your phone and dial *9 to raise your hand.

CONSIDERATIONS / DISCUSSIONS / REPORTS

2. Watch Video on open meeting laws prior to meeting. <https://youtu.be/9YmARZStPI>
3. Review Dates and Times of meetings
4. Sister City Documents translated from Spanish to English

FUTURE AGENDA ITEMS

ADJOURNMENT

A quorum of the Common Council may be present. This notice is given to inform the public that no formal action will be taken at this meeting.



ABSTRACT/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL ACTIONS OF THE EQUAL OPPORTUNITIES COMMISSION OF THE CITY OF WHITEWATER, WALWORTH AND JEFFERSON COUNTIES, WISCONSIN.

EQUAL OPPORTUNITIES COMMISSION MINUTES OF MONDAY, JUNE 3

1. Call to Order and Roll Call –The virtual meeting came to order at approximately 5:03 pm. Present at the meeting were Common Council Representative Brienne Brown, Orin Smith, citizen members Terry Tumbarello, Terilyn Robles and Tia Schultz. Also present was staff support, Chief of Staff Becky Magestro,
2. Approval of the Agenda was motioned by Terry Tumbarello and Seconded by Terilyn Robles
3. Hearing of Citizen Comments. – There were no citizens in attendance.
4. Old Business-
 - i. Approval of the meeting minutes for May 6, 2024
- ii. Update on Whitewater Graphic
 - i. EOC approves the English version of the Welcome to Whitewater flier. EOC requested that the flier be translated into Spanish. Staff shared once translated, the updated flier will be presented to the EOC. Updates and corrections were made. Motioned to approve made by Brienne Brown and Seconded by Orin Smith. All Approved.
5. New Business
 - i. Discussion and possible action regarding combining of the Disability Right Committee and Equal Opportunities Commission. (EOC) Motioned to approve made by Brienne Brown and Seconded by Orin Smith. All approved.
 - ii. EOC discussed the interest in the Sister City located in Mexico but needed additional information in English. Brienne Brown shared she would provide the appropriate information in English. Once the EOC committee reviews the documents, we will forward our suggestions to the Common Council for their direction and approval.
 - iii. Discussion on possible action regarding applying for Grants. Discussion was to focus on the Sister City project since it will be a big undertaking. Motioned made by Terry Tumbarello and Seconded by Brienne Brown.
6. Discussion and possible action regarding the next meeting date of July 5th, 2024 being canceled. Motion made by Brienne Brown. Seconded by Terry Tumbarello.
 - i. Chairman Brienne Brown said she would provide Sister City information to our next

7. Adjournment – Brienne Brown made a motion to adjourn with a second from Terilyn Robles. The motion passed by unanimous voice vote.

The meeting ended at 5:35 pm.

Respectfully submitted,

Becky Magestro, Chief of Staff



EOC AGENDA ITEM

Meeting Date:	OCTOBER 7, 2024
Agenda Item:	EOC- MEETING DATES AND TIMES
Staff Contact (name, email, phone):	Becky Magestro bmagestro@whitewater-wi.gov 262-473-0101

BACKGROUND
(Enter the who, what, when, where, why)

As indicated by prior commission, meetings are scheduled for the first Monday of February, May, August, and November. The ordinance is provided below for reference.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS
(Dates, committees, action taken)

2.44.040 Meeting-
 (a)- Meeting of the commission shall be held on dates determined by the commission.
 (b)-Special meeting shall be held at the location designated in the notice of the meeting. Special meetings may be called by the commission chair or by written request of the 3 members.
 (c)- Public Notice of all meeting of the commission shall be given by the open meeting law of the state of Wisconsin. (ord. No. 2007A 1-18-2020)

FINANCIAL IMPACT
(If none, state N/A)

N/A

STAFF RECOMMENDATION

N/A

ATTACHMENT(S) INCLUDED
(If none, state N/A)



Oficinas del C. Secretario
Dirección General de Coordinación Política

Oficio No. DEP-0127/22
Mexico City, 31st of January 202

Blanca Haydee Preciado Perez
Municipal President
Manuel Doblado, Guanajuato
Presenting

With the pleasure of greeting you, I am pleased to inform you that our Consulate in Milwaukee has identified the interest of the authorities of the city of Whitewater in carrying out a sister city agreement between that city and the town of San Jose de Otates, municipality of Manuel Doblado in Guanajuato.

Mr. Cameron Clapper is the City Manager of the City of Whitewater, Wisconsin, and is fluent in Spanish, which has helped him to better relate to the growing Hispanic population in that community. This project is supported by a group of fellow Americans, led by Miguel Aranda, a U.S. citizen of Mexican descent and a representative of the University of Wisconsin-Whitewater.

The city of Whitewater is an enclave in a wooded area, surrounded by lakes, meadows and hills of the Kettle Moraine State Forest, which is located in southeastern Wisconsin. In addition to being one of the main university cities of the state, it is also a center of tourist attraction by virtue of its wide range of recreational activities, mainly outdoors. It is worth mentioning that the vast majority of Mexicans living and working in and around Whitewater are originally from San Jose de Otates, including Mr. Aranda's parents.

Part of the purpose of the Sister City agreement between Whitewater and San Jose de Otates includes projects that connect the community to its cultural roots, such as an annual Día de la Niñez (International Children's Day), as well as seeking to further integrate the Mexican community with the local Whitewater City Market and Farmer's Market.



Stakeholders have reported that the City of Whitewater already hosts several special events and cultural activities that its Mexican counterpart can easily integrate into, such as “Maxwell Street Days,” where small businesses sell their stock outdoors for a day during the summer season.

Taken together, these initiatives provide an ideal opportunity to expose the local Mexican culture of San Jose de Otates and the state of Guanajuato to the U.S. population, not only in Whitewater, but in the region, including the promotion of tourist sites in the state of Guanajuato.

In this regard, the Consulate proposes a first virtual meeting on the establishment process and the creation of the sister city establishment, so this Office would appreciate it if you could indicate the availability of spaces in your agenda for the realization of this meeting. Oscar Gerardo Solbes Trevino (osolbes@sre.gob.mx) and Francisco Rafael Chacón Vidales (fchacon@sre.gob.mx) will be attentive to provide any advice you may require.

Finally, I would like to include the ABC of the internationalization of Mexican cities and other documents that will be useful for these purposes.

I would like to take this opportunity to send you my best regards.

Atentamente

LIC. XIMENA ESCOBEDO JUAREZ
 General Director of Policy Coordination

XEJ/0S/frcv

C.c.p. Elva Marfa Huitron Juarez. Secretarfa Particular del C. Canciller. Para su Conocimiento
 Julian Adem Dfaz de Leon. Consul Titular de Mexico en Milwaukee. Mismo fin.
 Archivo MKE0194

Process to be followed for a City-to-City Linkage

Sister Cities and Cooperation Agreements on specific topics

Cities can be linked through sister cities and/or cooperation agreements on a specific topic. It is important to consider that any linkage is an excellent opportunity to carry out cooperative actions between cities, such as the exchange of knowledge and good practices. These actions should always be carried out strategically, taking care that the priorities of the municipality are expressed and, at all times, seek to obtain some benefit for society.

La Dirección General de Coordinación Política de la SER (DGCP) [**General Directorate of Policy Coordination**]

The DGCP is the link between the Secretary of External Relations and state and municipal governments. This Office provides support so that the international relations of local governments are carried out in a strategic manner, with a vision of the territory that seeks to address the priorities of the municipality and provide the best results. The DGCP works to promote sister city agreements cooperatively.

Through the DGCP, the municipalities have access to the services provided by the various areas of the SRE, as well as its Embassies and Consulates.

1. IDENTIFICATION

- Designate liaison area

Although the international theme is cross-cutting to all areas of the municipality, where all areas can participate and all can benefit, it is important that a single area or liaison person be identified. Depending on the priorities of the municipality and its budgetary capacities, the municipality should designate an area or an official in charge of international issues.

This person or area will be responsible for liaising with the Secretary of External Relations, with cities and international partners, and within the municipality, linking its agencies with their counterparts.

Each area of the municipality will be responsible for attending to its own affairs in accordance with the attributions of each one of them.

Process to be followed for a City-to-City Linkage

- Involving citizens

It is recommended that the municipalities accept and invite the participation of society. Businessmen, academics, social clubs, etc., have much to contribute to internationalization initiatives. These groups help to ensure that international activity has continuity and transcends changes in administration. They are also important allies in communicating effectively to the rest of society what is being done in this area.

- Create a municipal profile and establish local priorities.

An important step in the internationalization process is to have a profile of the municipality. This document serves, first and foremost, to help the city get to know itself, its strengths and potential, and to establish its priorities and strategies.

The municipal profile will also serve as a letter of introduction to the other municipality, as it will accompany the Letter of Intent when the municipality makes the approach of linking to the city it has chosen.

2. LINKING

- Identify foreign counterparts and possible areas of opportunity.

Once the municipality has studied its municipal profile, as well as its Municipal Development Plan, and has established the priorities and goals it wishes to achieve, it is time to choose the city that will be its partner.

For example, if the municipality needs to solve a specific problem, then it is worth trying to link up with a city that has the same problem. Chances are that city has developed some ingenious solution that it is willing to share. The municipality should also be willing to share its practices and knowledge with its foreign partner.

The sister city arrangements that are proposed with these criteria are much more likely to be maintained in the long term and give good results. Another good option are those cities where migratory groups originating from the municipality are located, which will help to give content to the relationship.

- Interchange Letter of Intent and Municipal Profile

Once the city with which the municipality wants to be linked has been identified, the Municipal President addresses a Letter of Intent to the Mayor of the chosen city. This document, as its name indicates, is to express the intention of linking. It sets out the reasons for this intention and the interests and objectives that the municipality wishes to pursue. The Letter of Intent will be accompanied by the Municipal Profile, which will allow the chosen city to get to know the municipality and identify its interest in joining.

Process to be followed for a City-to-City Linkage

3. FORMALIZATION

Establishing sister cities is a movement that gained a lot of strength at the end of World War II. It was a mechanism of cooperation between European cities seeking to heal the wounds of war. This form of cooperation spread throughout the world and has been declared by the United Nations Assembly as a form of cooperation between cities. Traditionally, cities have partnered through acts, declarations and proclamations.

In January 1992, in Mexico, the Law on the Celebration of Treaties was published, which introduces the figure of the interinstitutional agreement, giving states and municipalities the power to sign this type of document.

An inter-institutional agreement has many advantages over traditional forms of sister cities establishments, because it establishes the general rules that will govern the relationship between the Parties.

The Secretary of External Relations office has generated a model agreement that includes the elements of form and substance in terms of public international law, which is congruent with the practice that Mexico has observed in the subscription of these types of agreements. This means that its articles consist of provisions for situations that may arise throughout the relationship between the cities.

The Law on the Conclusion of Treaties defines in section II of Article 2° the interinstitutional agreement as the agreement governed by public international law entered into by agencies and decentralized bodies of the Federal, State and Municipal Public Administration with foreign counterparts, where the material scope of the agreement is circumscribed to the powers of such agencies and decentralized bodies.

- Process the opinion before the Secretary of External Relations office and send the signed agreement for registration.

Article 7 of the Law on the Conclusion of Treaties establishes the obligation to notify the Secretary of External Relations office when an interinstitutional agreement is to be signed. The Office issues a procedural opinion and then receives a copy of the signed instrument for its registration.

The review carried out by the Secretary of External Relations office is aimed at ensuring that the texts comply with public international law, in addition to looking after the interests of the Mexican municipalities, taking care that, for example, they do not submit to foreign jurisdictions in the event of any controversy. The scope and commitments are the decision of the municipalities.

4. INSTRUMENTATION

- Deploy established areas of collaboration

Once the agreement is signed, the Parties can initiate the cooperation actions to which they have committed.

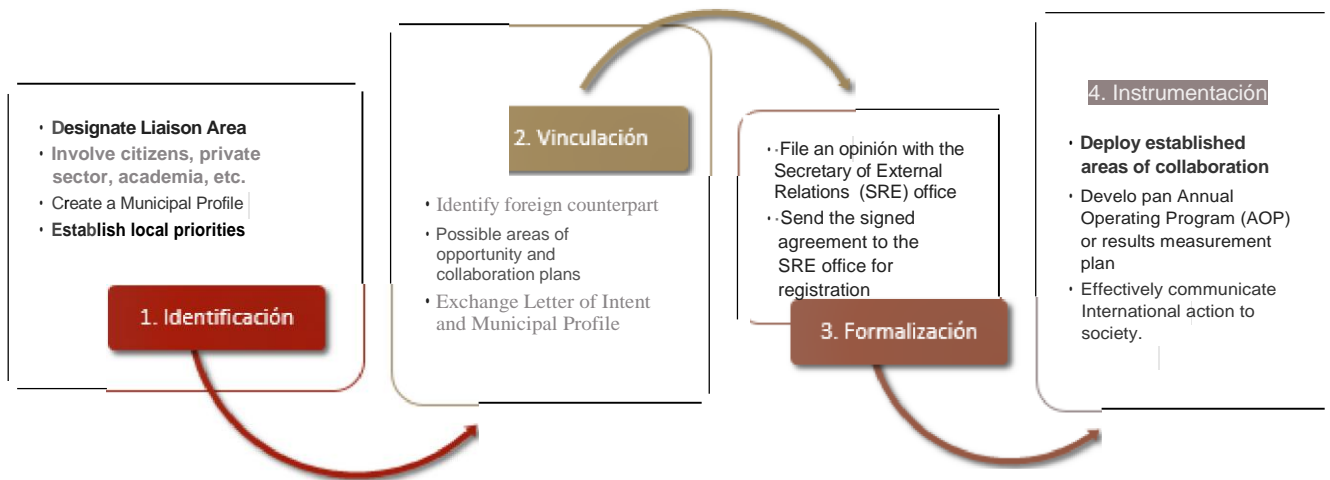
The model sister city agreement includes the implementation of Annual Operational Programs (AOPs). These can help the parties to use this mechanism to evaluate actions and measure results.

International activity, which may include travel abroad, is always under the scrutiny of society. It is therefore important to build a favorable narrative for international activity from the outset. This document has mentioned some ideas that can help in this regard:

Process to be followed for a City-to-City Linkage

- a) That the international activity is carried out in an orderly and coordinated manner, based on priorities and an overall development strategy for the municipality.
- b) Invite the participation of society, businessmen, academics, trade unions, etc.
- c) Continuously work on maintaining communication channels with international partners, as well as working together and obtaining results.
- d) Measurement of results and effective communication of international action to society.

Process of a linkage:



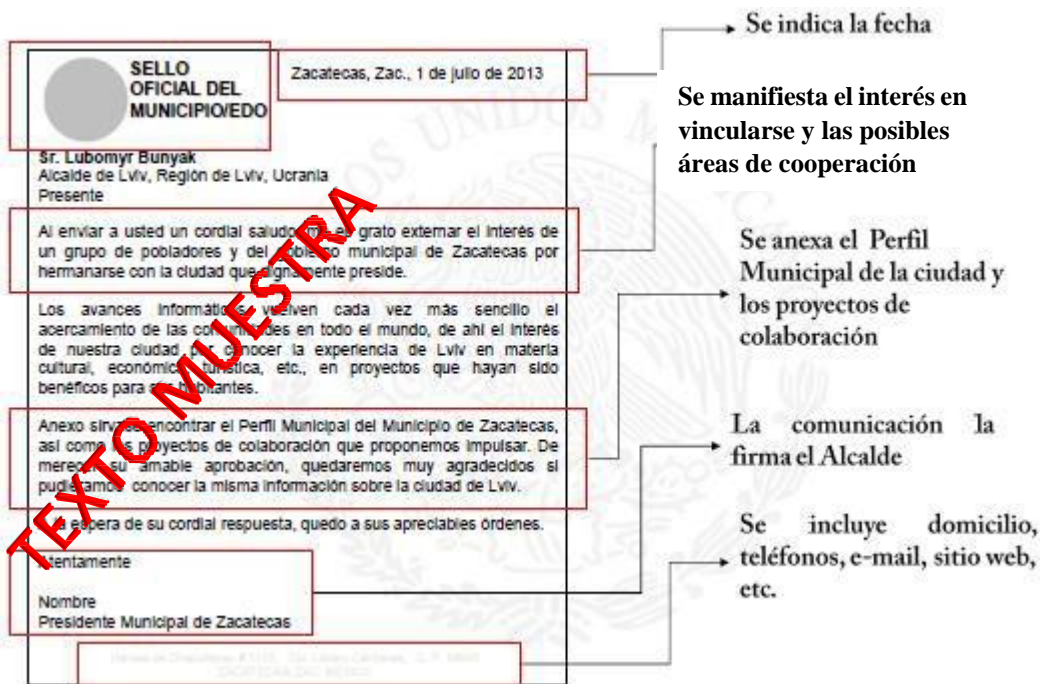


Guía para la Elaboración de una Letter of Intention

The Letter of Intent is the formal document that a local authority has to express its interest in joining a potential foreign partner.

The document should indicate which are the topics of interest, clearly stating what is important dependent of an international societal perspective.

It is highly recommended that this communication be accompanied by the state or municipal profile, detailing the main characteristics, strengths and priorities.



The figure is only an example. It is recommended to create personalized text, in a matter that is authentic, expressing the intentions and motivations for each specific case.

- Translation of criteria mentioned in figure example above, starting from top right going to bottom right:
1. Indicates Date
 2. Sharing the interest in linking and the possibilities of cooperation
 3. Including the Municipality Profile and the projects of collaboration
 4. The firm communication from the Council/Council President/City Administrator
 5. Including signature, with contact information such as phone number, email, website, etc.



Guide for the Elaboration of a State and Municipal Profile

The state or municipal profile is the locality's letter of introduction. Therefore, it is recommended that it be a very concrete and an attractive document in terms of images and contents, where the physical, population, economic and political characteristics of the city or municipality are stated and, especially, the three main topics of local interest to be linked with a potential foreign city be identified.

To identify priority topics for collaboration with a foreign counterpart, it is important to consult all areas of the local administration. The Social Communication (a communications committee) area could make the information more attractive by highlighting the most relevant aspects.

Listed below are the minimum elements to be included in the profile and their suggested length:

SECTION	EXTENSION
1. LOCALITY NAME AND PHYSICAL PROFILE <input type="checkbox"/> Geographical location in the State and country, territorial extension <input type="checkbox"/> Physical characteristics of the locality: main rivers, type of climate	1/2 a Page
2. GOBERNANZA LOCAL Y PANORAMA ECONÓMICO <input type="checkbox"/> Población del estado o municipio <input type="checkbox"/> Panorama económico. Se sugiere considerar los siguientes datos: <ol style="list-style-type: none"> 1. PIB per cápita del estado o municipio. 2. Población Económicamente Activa (PEA) 3. Sectores Económicos: primario, secundario y terciario. 4. Principales empresas e inversiones extranjeras. 5. Programas o fomentos al comercio exterior. 6. Estímulos fiscales y de otra índole que se ofrecen a los inversionistas extranjeros 	Two Pages
3. GOBIERNO Y ASUNTOS PÚBLICOS <input type="checkbox"/> Conformación y descripción de la administración pública local <input type="checkbox"/> Estructura orgánica <input type="checkbox"/> Principales autoridades actuales y periodo de gobierno <input type="checkbox"/> Mencionar si existe una Oficina o área de asuntos internacionales y/o de planeación de proyectos y mencionar el área y la persona que darán seguimiento a los contactos internacionales	One Page
4. IDENTIFICAR LOS TRES PRINCIPALES PROYECTOS O TEMAS DE INTERÉS DE LA LOCALIDAD <input type="checkbox"/> Identificar tres temas de interés local para vincularse con una posible ciudad extranjera <input type="checkbox"/> Mencionar si los temas corresponden a lineamientos del plan de desarrollo municipal, o constituyen una respuesta a problemas detectados durante la administración, o representan la adaptación de otra experiencia local <input type="checkbox"/> En caso de tener definido un proyecto o actividades a desarrollar con una ciudad extranjera ¿En qué consistirían las mismas? Breve descripción. <input type="checkbox"/> Señalar qué actores gubernamentales y en su caso no gubernamentales participarían en los posibles proyectos <input type="checkbox"/> Mencionar si se han definido, en su caso, qué recursos financieros, materiales y /o humanos serían necesarios para la instrumentación de los proyectos <input type="checkbox"/> Señalar si cuentan en su caso con otros proyectos de cooperación o acuerdos de hermanamiento con ciudades extranjeras	1.5 Pages
TOTAL	FIVE PAGES

It is recommended that the profile be presented in Spanish and English and, if possible, in the language of the foreign city of interest, as appropriate.

2. LOCAL GOVERNANCE AND ECONOMIC OUTLOOK (TWO PAGES)

- Population of the state or municipality
- Economic outlook. It is suggested to consider the following data:
 - o GDP per capita of the state or municipality
 - o Economically Active Population
 - o Economic Sectors: primary, secondary and tertiary
 - o Main companies and foreign investments
 - o Foreign trade programs or incentives
 - o Fiscal and other stimuli offered to foreign investors

3. GOVERNMENT AND PUBLIC AFFAIRS (ONE PAGE)

- Conformation and description of the local public administration
- Organizational structure
- Main current authorities and periods of government
- Mention if there is an office or area of international affairs and/or project planning and mention the area and person who will follow up on international contacts.

4. IDENTIFY THE THREE MAIN PROJECTS OR ISSUES OF INTEREST TO THE LOCALITY (1.5 PAGES)

- Identify three topics of local interest to link with a potential foreign city
- Mention if the topics correspond to the guidelines of the municipal development plan, or are a response to problems detected in the administration, or represent the adaptation of another local experience.
- In case you have defined a project or activities to develop with a foreign city, what would they consist of? Brief description.
- Indicate which governmental and non-governmental actors would participate in the possible projects.
- Mention if you have defined what financial, material and/or human resources would be necessary for the implementation of the projects?
- Indicate if there are any other cooperation projects or twinning agreements with foreign cities.