**Independent Contractor Advisory Committee Meeting**

**August 13, 2018**

**10 am – Noon**

**Meeting called by Department of Commerce**

Attendees: Bruce Lund, Alice Zillah, Amber Siefer, Sean Ardussi, Phil Lindquist, Bob Battles, Jo Deutsch, Sheri Call, Joe Kendo, Rebecca Smith, Marilyn Watkins, Brenda Wiest, Lani Todd, Chris Bowe, Nick Streuli, Jan Himebaugh, Tammy Fellin

Absent: David Duvall

1. Welcome and Introductions
	1. Invitation to share what makes a meeting successful in your experience
		1. Listening with focus, transparency, and starting and ending on time were some of the characteristics of a successful meeting.
	2. Commerce provides instruction on meeting process and steps
		1. The meeting will alternate between 10-minute presentations and 30-minute open deliberations.
2. Open Public Meetings Act (OPMA) Discussion
	1. Commerce, in consultation with our AAG, determined the Advisory Committee is not subject to the OPMA. However, Commerce’s goal is to make the process as transparent as possible, while still allowing for trust to develop among committee members.
	2. There was discussion and disagreement with this determination among committee members.
	3. The group discussed the pros and cons of several possibilities:
		1. Making an audio recording of the meeting, as well as all materials, available following the meetings.
		2. Allowing the public to listen in via a conference call.
		3. Allowing the public to attend in person.
	4. Commerce will weigh this input carefully before coming to a decision.
3. Presentation to Committee
	1. Topic: purpose and research objectives
4. Group Open Deliberation
	1. Brief review group objectives (Handout 1)
	2. Invitation for input and feedback on group objectives
	3. Group deliberation on study objectives and strategies (end of Handout 1)
5. Presentation to Committee on scope and sampling frame
	1. Two areas are outside of the scope of the study:
		1. Simplifying and standardizing the classification of independent contractors across multiple agencies; and
		2. Benefits portability.
	2. The Advisory Committee will not be making policy recommendations or decisions about how an agency might apply a test for independent contractor status.
	3. Because there is no state income tax, it is difficult to identify the population we want to study, but there are some work-arounds.
	4. We’re looking to develop baseline data, that can be referred to by other researchers and replicated. To do we’ll utilize the strategy of triangulation, in which data points are confirmed, to the extent possible, by multiple sources of information.
	5. A core issue is that counting jobs is different from counting workers. There is no way to assess the group of those getting supplemental income through independent contracting.
6. Group Open Deliberation
	1. The group discussed variables they would like the study to include, including contractors’ age, race, gender, education level, and the extent to which they were participating in the underground economy.
	2. There was discussion and disagreement about the point at which a contractor(s) should be brought in.
		1. Commerce’s proposal is to do a direct buy for an expert to compile data tables from the American Community Survey that will help complete the picture about what we know and don’t know.
		2. A parallel process would be initiated to form a procurement team to develop the RFQQ or RFP for a contractor to conduct the primary survey, including focus groups.
		3. A concern was that the procurement team would not be able to determine the parameters for the RFQQ/RFP, nor make the vendor selection, without a complete picture of what data we have and what was missing.
7. Select members for procurement team
	1. The Committee decided that Bob Battles and Joe Kendo would each provide two names for the procurement team. Commerce would supply two people, and the state agencies represented on the Committee would be invited to participate as well.

1. Next meetings
	1. The group decided upon a work session in late September, at which Commerce would present the available sources of data and their limitations, and the group would be able to review the draft interim report.
	2. A second committee meeting would take place in late October or early November. The survey contractor would be on board by that time to participate and help guide the discussion about research design.
2. The meeting was adjourned at 12:00.