

Equal Opportunity Advisory Commission
Action Minutes of

June 15, 2016

1. Roll Call and Greeting of Visitors

The meeting was called to order at 3:30 p.m. by Chair James Bogan.

Commissioners Present: Chair James Bogan, Billy DeBerry, Aranyani Azevedo, Elliott Robinson, Kay Kirkland, Eric Lauritzen, Justin Matthews, Carlos Martinez, and Andrea Monroe

Commissioners Absent: Maria Castillo and Jess Barreras

Staff Present: Equal Opportunity Officer Irma Ramirez-Bough, Associate Equal Opportunity Analyst Michelle Gomez, Equal Opportunity Analyst Cynthia Juarez, Deputy County Counsel Juan Rodriguez, and Administrative Secretary-Confidential Rocio Quezada

2. Public Comments

No public comment.

3. Action Item: Review and Approve Minutes of May 18, 2016

Commissioner Robinson made a motion to approve the Minutes of May 18, 2016; seconded by Commissioner DeBerry; motion passed by the following vote:

AYES: Bogan, Robinson, Martinez, Azevedo, Kirkland, DeBerry, Monroe, Lauritzen, and Matthews

NOES: None

ABSENT: Castillo and Barreras

ABSTAIN: None

4. Department Head's Equal Opportunity Plan Presentation – Manny González, Interim Human Resources Director

Manny González, Interim Human Resources Director presented the Human Resources Equal Opportunity Plan.

5. Human Resources Presentation – Interim Human Resources Director - Manny González – Assistant County Administrative Officer

Manny González, Interim Human Resources Director and Carol Cuellar, Employee Relations Manager, presented a PowerPoint Presentation to the Commission and reported on the following: Status of Centralization of Human Resources, Exit Interviews, Limited-Term Employees, On-line Application Monitoring, the County's Progressive Discipline Model and Merit System Departments.

6. Action Item: Review and Approve Revisions to the County's Equal Opportunity Plan - Chair Bogan

Irma Ramirez-Bough presented the revisions to the County's Equal Opportunity Plan. The Equal Opportunity Office will seek direction from the Equal Opportunity Committee on June 16, 2016 to take the Plan to the Board of Supervisors on June 28, 2016 for adoption and approval.

Commissioner Robinson made a motion to approve the County's Equal Opportunity Plan with a change on Page 13 under Equal Opportunity Advisory Commission (change Committee to Commission); seconded by Commissioner DeBerry; motion passed by the following vote:

AYES: Bogan, Robinson, Martinez, Azevedo, Kirkland, DeBerry, Monroe, Lauritzen, and Matthews
NOES: None
ABSENT: Castillo and Barreras
ABSTAIN: None

7. Action Item: Review and Approve the Revised 2016 Meeting Schedule – Chair Bogan

Commissioner Robinson made a motion to approve the revised 2016 Meeting Schedule; seconded by Commissioner Monroe; motion passed by the following vote:

AYES: Bogan, Robinson, Martinez, Azevedo, Kirkland, DeBerry, Monroe, Lauritzen, and Matthews
NOES: None
ABSENT: Castillo and Barreras
ABSTAIN: None

8. Discuss Commissioner's Attendance – Chair Bogan

The Commission discussed the Attendance Policy. In the future, Commissioner's will clear excused/unexcused absences with the Equal Opportunity Office.

9. Announcements

Chair Bogan congratulated Irma Ramirez-Bough in her new appointment as the Human Resources Director.

Chair Bogan wished everyone a safe and happy 4th of July

10. Future Agenda Items

- County Administrative Office Equal Opportunity Plan Presentation
- Discuss recruitment of vacant Commissioners
- District Attorney Equal Opportunity Plan Presentation
- Public Defender Equal Opportunity Plan Presentation
- Discuss benefits of having Commission meetings at other facilities

11. Date of time of Next Meeting

Wednesday, July 20, 2016 at 3:30 p.m. at the Board of Supervisors Chambers

12. Adjournment

The meeting was adjourned at 4:30 p.m.