

# MONTEREY COUNTY

## EQUAL OPPORTUNITY ADVISORY COMMISSION

168 WEST ALISAL STREET, THIRD FLOOR • SALINAS, CA 93901 • (831) 755-5117



### EQUAL OPPORTUNITY ADVISORY COMMISSION

#### AGENDA

November 16, 2015

3:30 p.m.

THE MONTEREY COUNTY EQUAL OPPORTUNITY ADVISORY COMMISSION welcomes and encourages all interested persons to attend and participate in the discussion. Meetings are held on the third Wednesday of each month at 3:30 p.m. in the Government Center, 168 West Alisal Street, First Floor, Salinas CA 93901 - Board of Supervisors' Chambers. All meetings are conducted in compliance with the Ralph M. Brown Act, Government Code §54950, et seq.

ANY PERSON WISHING TO ADDRESS THE COMMISSION on Agenda or non-agenda topics may do so at the appropriate time after receiving recognition from the Chairperson. Persons doing so should state their name and address or organization/ agency, prior to making their comments or asking questions. Persons speaking on non-agenda topics should do so only during the section of the Agenda reserved for "Public Comments and Petitions." Persons wishing to comment on an Agenda topic should do so when that topic has been reached on the Agenda. Comments should be brief and limited to the subject matter. Reasonable time limitations may be imposed at the discretion of the Chairperson. An emergency item (as defined by the Brown Act) may be added to the agenda only by vote of the Commission.

**DISABILITY ACCESS** The Board of Supervisors Chambers is wheelchair accessible. The following services are available when requests are made by Friday before the Commission meeting: American Sign Language interpreters or use of a reader during a meeting; large print agenda or minutes in alternative format; assistive listening devices. Please contact the Equal Opportunity Office (831) 755-5117, if you need assistance in order to participate in a public meeting or if you need the agenda and public documents modified as required by Section 202 of the Americans with Disabilities Act.

**DOCUMENT DISTRIBUTION:** Documents related to agenda items that are distributed to the Commission less than 72 hours prior to the meeting shall be available for public inspection at the Equal Opportunity Office, 168 W. Alisal Street, Third Floor, Salinas, CA 93901. Documents distributed to the Commission at the meeting by Staff will be available at the meeting; documents distributed to the Commission by members of the public shall be made available after the meeting.

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1. Roll Call and Greeting of Visitors – Chair James Bogan 3 minutes
2. Public Comments 5 minutes
3. Action Item: Review and Approve Minutes 5 minutes  
Minutes of October 21, 2015
4. Department Head’s Equal Opportunity Plan Presentation – Elliott Robinson –  
Department of Social Services 15 minutes
5. Presentation regarding expectations of the Nominating Committee –  
Chair James Bogan 10 minutes
6. Appointment of Members to the Nominating Committee by the Chairperson  
– Chair James Bogan 5 minutes
7. Review and Approve Amended Bylaws – Commissioner Robinson 15 minutes  
Review and approve recommended changes to the Bylaws.
8. Receive Oral Report from the Compliance Review Committee of the  
Department’s Equal Opportunity Plan – Carlos Martinez 10 minutes
  - a. 2016 Equal Opportunity Plan template
  - b. Department Head’s Equal Opportunity Plan Presentation Sign-Up Sheet
  - c. Department Head’s Equal Opportunity Plan PowerPoint Presentation template
9. Appointment of Commissioner Andrea Monroe and Commissioner  
Maria Castillo to the Standing Committees by the Chairperson 5 minutes  
– Chair James Bogan
10. Announcements  
Next meeting scheduled for Wednesday, December 16, 2015
11. Future Agenda Items
  - Annual Committee Reports (December)
  - Election of Officers (December)
  - Water Resources – Equal Opportunity Plan presentation (December)
  - Clerk of the Board – Equal Opportunity Plan presentation (January)
  - Library – Equal Opportunity Plan presentation
  - Sheriff’s Department – Equal Opportunity Plan presentation
  - Parks Department – Equal Opportunity Plan presentation
  - District Attorney – Equal Opportunity Plan presentation
  - Invite Interim Human Resource Director Manny González to present on Exit Interview Procedures & Selection Process
  - Diversity Policy Board of Supervisors’ approval
  - Contracts Purchasing report of procurement totals by City
12. Date and Time of Next Meeting  
Wednesday, December 16, 2015 at 3:30 p.m.
13. Adjournment