

MONTEREY COUNTY

EQUAL OPPORTUNITY OFFICE

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EQUAL OPPORTUNITY ADVISORY COMMISSION RETREAT AGENDA

WEDNESDAY, FEBRUARY 18, 2015

12:00 p.m. - 3:30 p.m.

Location:

**Monterey County Free Library
Community Room -Marina Branch
190 Seaside Circle, Marina, California**

- I. Shared luncheon (12:00 p.m. – 1:00 p.m.)
- II. Call to order and introductions (1:00 p.m. – 1:10 p.m.)
- III. Orientation Presentation to Commissioners – Equal Opportunity Officer Irma Ramirez-Bough (1:10 p.m. – 2:15 p.m.)
 - Code of Ethics
 - Equal Opportunity Advisory Commission Bylaws
 - Duties and Responsibilities of the Equal Opportunity Advisory Commission
 - Updating the Diversity Policy
 - County’s Mission Statement & Values
 - List of Department Heads who have presented their EO Plan
 - Resolution 80-12
 - Progress report- Purchasing Department
 - Updating the Equal Opportunity & Non-Discrimination Policy
- Break (2:15p.m. – 2:30 p.m.)
- IV. Legal Overview of The Brown Act - Deputy County Counsel (2:30 p.m. – 3:00 p.m.)
 - Role of County Counsel’s Office
 - What is a “Meeting”? and What is not “Meeting”?
 - Conducting the Meeting
 - Items NOT on Agenda
 - Rights of the Public
 - Other Legal Obligations/Personal Liability
 - Discuss the process for holding “Special Meetings”
- V. Adjournment