

**Action Minutes of the
Compliance Review of the County's Equal Opportunity Plan Committee**

Thursday, November 19, 2015

I. CALL TO ORDER

The meeting was called to order by Chair Elliott Robinson at 1:30 p.m.

Commissioners Present: Elliott Robinson, Billy DeBerry and Kay Kirkland.

Commissioners Absent: Jess Barreras and Jerry Teeter.

Staff Present: Equal Opportunity Officer Irma Ramirez-Bough and Equal Opportunity Analyst Elisa Cantu.

II. PUBLIC COMMENTS AND PETITIONS

None

III. APPROVAL OF MINUTES

Minutes of April 6, 2015 were approved by consensus.

IV. REPORT ON COMPARISON OF AVAILABILITY AND PLACEMENT GOALS

- Irma Ramirez-Bough, Equal Opportunity Officer went over the 2015 Availability by Job Group report. Ms. Ramirez-Bough pointed out that as indicated by the report, the County is underutilized for minorities in three (3) of the 20 job groups; and in nine (9) of the 20 job groups for females.
- The Committee also asked Ms. Ramirez-Bough if she had Workforce statistics for the past five years and if she did, to please share with them.

V. DISCUSS CHAPTERS 5, 6, 7 AND 8 OF THE EQUAL OPPORTUNITY PLAN

- The Chair went over the Responsibilities of the Committee on Chapter 5. The Committee members had no revisions to Chapter 5 at this time.
- Chapter 6 will be revised to indicate the County is underutilized for minorities in three (3) of the job groups; and in nine (9) of the job groups for females.
- Chapter 7, Page 20 Separation and Termination language has been revised and approved by the Committee on October 13, 2015. Staff will provide the Committee with the revisions already made.
- Chapter 8 was tabled until the Compliance Review of the Departmental Equal Opportunity Plan Committee meets.

VI. DISCUSS AND SCHEDULE NEXT MEETING DATE

The Committee scheduled their next meeting to Tuesday, December 8, 2015 at 3:00 p.m.

VII. FUTURE AGENDA ITEMS

Discuss and approve revisions to Chapters 5, 6, and 7 of the Equal Opportunity Plan

Discuss Chapter 8 of the Equal Opportunity Plan

Discuss Part II of the Equal Opportunity Plan

Invite Interim Human Resources Director to Define Limited Term employees

VIII. ADJOURNMENT

The meeting was adjourned at 2:45 P.M.