

1. ROLL CALL AND GREETING OF VISITORS

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

Commissioners Present: Billy DeBerry, Kay Kirkland, Carlos Martinez, Elliott Robinson, Eric Lauritzen, Joe Watson and Jerry Teeter.

Commissioners Absent: Jess Barreras

Staff Present: Equal Opportunity Officer Irma Ramirez-Bough, Equal Opportunity Analyst Elisa Cantu, Equal Opportunity Analyst Michelle Gomez, Equal Opportunity Analyst Cynthia Juarez, and Deputy County Counsel Juan Rodriguez.

2. RESIGNATION OF CHAIR SANDY FUERTE

Equal Opportunity Officer Irma Ramirez-Bough announced that Commissioner Sandy Fuerte had resigned from the commission for personal reasons.

3. ACTION ITEM: NOMINATIONS FOR VICE CHAIR

Commissioner Joe Watson volunteered to serve as Vice Chair of the Commission.

4. ACTION ITEM: ELECTION OF VICE CHAIR

Commissioner Robinson made a motion to approve the election of Commissioner Joe Watson as Vice Chair; seconded by Commission Eric Lauritzen, motion carried, vote was unanimous for Commissioner Joe Watson as Vice Chair.

5. PUBLIC COMMENTS

Ms. Levonne Stone of Ft Ord Environmental Justice Network addressed the Commission. Ms. Stone stated that not all of her comments were included in the minutes. Deputy County Counsel Juan Rodriguez informed Ms. Stone that the minutes are not transcribed verbatim.

6. REVIEW AND APPROVAL OF MINUTES

Commissioner Watson made a correction to the minutes to show that he was present on March 18, 2015. Minutes of March 18, 2015 should read. *Commissioners Present: Billy DeBerry, Kay Kirkland, Carlos Martinez, Elliott Robinson, Eric Lauritzen, Jess Barreras and Joe Watson.* Commissioner Teeter stated that No. 4. Mr. Derr's report, first sentence should read: *Mr. Mike Derr reported that there has been an increase in the overall number of active registered vendors from approximately 3,000 to 3,500.*

Commissioner DeBerry made a motion to approve the minutes of March 18, 2015 as amended; seconded by Commissioner Robinson; motion carried.

7. RECEIVE ORAL REPORT FROM THE COMPLIANCE REVIEW COMMITTEE OF THE DEPARTMENT'S EO PLAN

The Chair of the Committee, Carlos Martinez reported that the Committee met on March 25, 2015. They elected Carlos Martinez as Chair and Eric Lauritzen as Vice Chair. The Committee reviewed the following department's Equal Opportunity Plans:

Cooperative Extension – the Committee requested that Staff invite Maria de la Fuente, Director of Cooperative Extension to make a presentation before the Equal Opportunity Advisory Commission.

Auditor-Controller – the Committee asked that Staff contact Mike Miller, Auditor-Controller and/or his designee and advise that the questions on Section 5 had not been answered and some of the pages were not completed in the department’s EO Plan. Staff will ask for the answers to Section 5 and to fully complete the pages left blank.

Child Support Services – The Committee decided to defer Mr. Kennedy’s presentation due to his retirement.

Health Department – the Committee reviewed the Health Department’s EO Plan and because the department has not presented since 2009, the Committee asked that staff invite Ray Bullick, Director of Health to present the department’s EO Plan.

At their next meeting, the Committee plans to review department’s EO Plans for the Public Defender, Social Services, Water Resources Agency and the Library.

8. RECEIVE ORAL REPORT FROM THE COMPLIANCE REVIEW COMMITTEE OF THE COUNTY’S EQUAL OPPORTUNITY PLAN

Commissioner Elliott Robinson reported the Committee met on April 6, 2015. The Committee elected Commissioner Robinson as Chair and Commissioner Barreras as Vice Chair. The Committee also reviewed their Responsibilities. Commissioner Robinson reported that the Committee spent some time on the Diversity Policy and the questions that came up during the Commission’s meeting. The Committee worded the second paragraph to read [The County of Monterey embraces an organizational culture of inclusion that connects each employee to the organization; encourages collaboration, flexibility, fairness, respect and courtesy; and leverages diversity throughout the organization so that all employees are able to participate and contribute to their full potential.](#)

Commissioner Robinson reported that the revised policy will be presented to the Department Heads and the County Administrative Officer. Upon their approval, the Equal Opportunity Office will then bring the revised policy to the Commission for their approval. Commissioner Robinson stated the Committee also discussed the status of the Equal Opportunity Plan, as a whole. Ms. Ramirez-Bough, Equal Opportunity Officer shared that the Equal Opportunity Office recently received access to retrieve workforce data from the County’s Human Resources Management system and has engaged the services of Biddle Consulting Group Inc. to assist in the update of the Equal Opportunity Plan. Ms. Ramirez-Bough indicated she has submitted a Memo to Human Resources requesting the applicant data be provided by May 1<sup>st</sup>.

9. DISCUSS REVISIONS TO THE DIVERSITY POLICY

Commissioner Robinson stated that language was revised, as indicated above. Commissioner DeBerry stated that after reading the Policy, he suggests that “leverages” be changed to “supports”. Commissioner Lauritzen stated he thinks leverages is stronger. Commissioner DeBerry also suggested the following change to Number II, Policy Statement, second paragraph to change the word “world” to “communities.” Mr. Bogan agreed with the word “communities.”

After a brief discussion, the Commission agreed to the following language on Part I. INTRODUCTION, second paragraph to read: [The County of Monterey embraces an](#)

organizational culture of inclusion that connects each employee to the organization; encourages collaboration, flexibility, fairness, respect and courtesy; leverages and supports diversity throughout the organization so that all employees are able to participate and contribute to their full potential. Also on Part II. POLICY STATEMENT, the second paragraph to read: The County of Monterey is committed to maintaining a diverse population of employees, vendors, contractors and volunteers. It strives to create and foster a supportive and inclusionary environment which embraces and celebrates our diverse communities.

10: DISCUSS COMMISSIONER'S ATTENDANCE

The Chair reminded the Commissioners to notify staff if they will not be attending a meeting. Commissioner Watson inquired about the three missed meeting rule. Deputy County Counsel Juan Rodriguez stated the Bylaws, Page 4 e. Attendance Policy reads: A Commissioner will be in violation of the attendance policy when: 1) A commissioner has three (3) unexcused absences in one calendar year; or 2) A Commissioner has two (2) consecutive unexcused absences in one calendar year; or 3) A Commissioner has more than three (3) excused absences in one calendar year. Commissioner DeBerry stated he would like the Commission to establish procedures that address absenteeism.

11. FUTURE AGENDA ITEMS

District Attorney – Equal Opportunity Plan presentation  
Clerk of the Board – Equal Opportunity Plan presentation  
Elections – Equal Opportunity Plan presentation  
Auditor– Controller - Equal Opportunity Plan presentation

Commissioner DeBerry suggested that we should try to have two (2) departments present their EO Plan each month.

12. ANNOUNCEMENT AND EVENTS

Commissioner Lauritzen announced he will not be at the next meeting. Commissioner Teeter also announced he will not be at the next meeting.

The Chair announced that the Vietnam Veterans Commemoration Ceremony will be held May 2015 at the Defense Language Institute.

13. DATE AND TIME OF NEXT MEETING

May 20, 2015 at 3:30 p.m.

14. ADJOURNMENT

There being no further business, meeting was adjourned.