

Equal Opportunity Advisory Commission  
Action Minutes of

September 16, 2015

1. Roll Call and Greeting of Visitors

The meeting was called to order at 3:30 p.m.

Commissioners present: Chair James Bogan, Jess Barreras, Elliott Robinson, Jerry Teeter, Kay Kirkland, Billy DeBerry, Eric Lauritzen and Carlos Martinez

Staff present: Equal Opportunity Officer Irma Ramirez-Bough, Equal Opportunity Analyst Elisa Cantu, Equal Opportunity Analyst Cynthia Juarez, Administrative Secretary-Confidential Rocio Quezada and Deputy County Counsel Juan Rodriguez

Commissioners Absent: Andrea Monroe

2. Public Comments

Ms. LeVonne Stone of Ft. Ord Environmental Justice Network.

3. Action Item: Review and approval of Minutes

It was moved by Commissioner Robinson; seconded by Commissioner Kirkland, and passed by the following vote to approve the minutes of July 15, 2015:

AYES: Robinson, Kirkland, Bogan, DeBerry, Teeter, Lauritzen, Martinez and Barreras

NOES: None

ABSENT: Monroe

ABSTAIN: None

4. Presentation of Certificate of Appreciation to Joe Watson – Chair Bogan

Chair Bogan and Commissioners presented a Certificate of Appreciation to Joe Watson for serving on the Equal Opportunity Advisory Commission.

5. Department Head's Equal Opportunity Plan Presentation – Claudio Valenzuela – Registrar of Voters

Deferred to October meeting.

6. Department Head's Equal Opportunity Plan Presentation – Mike Miller – Auditor-Controller

Mr. Mike Miller and Ms. Nairi Davis, Associate Personnel Analyst, presented the Auditor-Controller's Equal Opportunity Plan.

7. Receive Oral Report from the Ad Hoc Committee – Commissioner Robinson  
Commissioner Robinson provided recommended changes of the Bylaws. He requested permission from the Chair to meet again or convene the Ad Hoc Committee for further review of the Bylaws. Chair Bogan agreed to convene the Ad Hoc Committee.
8. Receive Oral Report from the Compliance Review Committee of the Department’s Equal Opportunity Plans – Carlos Martinez  
Deferred to October meeting.
9. Discuss Format of Commission’s Minutes  
Mrs. Ramirez-Bough, Equal Opportunity Officer reported that staff will be preparing Action Minutes for the Equal Opportunity Advisory Commission.
10. Future Agenda Items
  - Discuss Vacancies on the Commission
  - Discuss Expectations for Nominating Committee
  - Receive Oral Report from the Compliance Review Committee of the Department’s Equal Opportunity Plans – Carlos Martinez to present
  - Invite Interim Human Resources Director Manny Gonzalez to present on Exit Interviews Procedures & Selection Process
  - Registrar of Voters – Equal Opportunity Plan Presentation
  - Clerk of the Board – Equal Opportunity Plan Presentation
  - District Attorney – Equal Opportunity Plan Presentation
11. Adjournment  
The meeting was adjourned at 4:30 p.m.