

1. ROLL CALL AND GREETING OF VISITORS

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

Commissioners Present: Chair Billy DeBerry, Vice Chair Joe Watson, Eric Lauritzen, Sandy Fuerte, Fabian Barrera, Kay Kirkland and Elliott Robinson.

Commissioners Absent: Louann Raras and Carlos Martinez.

Staff and Guests Present: Equal Opportunity Officer Irma Ramirez-Bough, Administrative Secretary-Confidential Elisa Cantu, Equal Opportunity Specialist-Confidential Michelle Gomez, Associate Analyst Sonje Dayries, Deputy County Counsel Janet Holmes, Director of Human Resources James May and Helen Rucker.

2. PUBLIC COMMENTS

None.

3. REVIEW AND APPROVAL OF MINUTES

Commissioner Barrera made a motion to approve the minutes of December 18, 2013; seconded by Commissioner Watson; motion carried.

4. INTRODUCTION OF NEW COMMISSIONER

Equal Opportunity Officer Irma Ramirez-Bough welcomed and introduced Mr. Elliott Robinson as our new Commissioner. Mr. Robinson is the Director of Social Services and a representative of the Department Heads Council.

5. ACTION ITEM: APPROVE UPDATED EQUAL OPPORTUNITY PLAN

Ms. Ramirez-Bough presented a copy of the proposed Draft Equal Opportunity Plan to the Equal Opportunity Advisory Commission. She reported that she has been working with Biddle Consulting Group and the County Review Compliance Committee of the Equal Opportunity Advisory Commission on updating the County's Equal Opportunity Plan to reflect the statistics from the 2010 Census Data. She has also worked with Human Resources to collect all the County's workforce data. She indicated that the County Compliance Committee has held several meetings to work on updating the Chapters of the Equal Opportunity Plan. Ms. Ramirez-Bough reported that the County is underutilized for minorities in 4 of the 20 Job Groups. For women, the County is underutilized in 10 of the 20 Job Groups; this report can be found in Exhibit 6 of the Plan. Ms. Ramirez-Bough asked the Commissioners to approve the Draft Equal Opportunity Plan. If approved, she is hoping to take the updated Plan before the Board of Supervisors in February.

Commissioner Fuerte asked if the changes were minor. Ms. Ramirez-Bough stated the changes were minor, however, were necessary in order to improve the Plan. She indicated that one of the changes was removing the Semi Annual Report from Chapter 8 and was replaced with Department Equal Opportunity Plan. The Chair stated that the County Review Committee worked hard in the revision of the Chapters. Commissioner Watson made a motion recommending the Draft Plan be submitted to the Board of Supervisors; motion seconded by Commissioner Kirkland; motion carried.

6. REVIEW ARTICLE V, ATTENDANCE OF THE BYLAWS

The Chair reported that he had asked Ms. Ramirez- Bough to go over this section of the Bylaws because he is concerned with the attendance. Equal Opportunity Officer Irma Ramirez-Bough went over Article V, Meetings and Attendance of the Commission's Bylaws.

7. ACTION ITEM: DISCUSS AND RECOMMEND REMOVAL OF COMMISSIONER TO THE BOARD OF SUPERVISORS

The Chair asked the Commissioner to review the draft letter to the Board regarding the removal of Commissioner Raras. Ms. Ramirez-Bough reported that Ms. Raras was notified of her "unexcused absences" (Staff has called her work and mailed agenda packet). Ms. Ramirez-Bough also had a conversation with the President of the Commission on the Status of Women. Commissioner Robinson inquired as to her absences. Ms. Ramirez-Bough indicated that Ms. Raras has five (5) unexcused absences. Commissioner Robinson also indicated that the Commission on the Status of Women has a new President and she should be notified. Ms. Ramirez-Bough stated the organization will be notified and we will work with them in appointing a new representative. Commissioner Watson made a motion that the letter be forwarded to the Board of Supervisors, Commissioner Kirkland second the motion; motion carried with one (1) nay and six (6) ayes.

Public Comment: Ms. Helen Rucker said she was in favor of the Commission's motion.

8. ACTION ITEM: APPROVE SCHEDULE AND LOCATION OF EOAC MEETINGS FOR 2014

The Chair indicated that he plans to start the meetings promptly at 3:30 p.m.; he asked the Commissioners to calendar the meeting dates and location. Commissioner Robinson moved to approve said schedule provided to the Commission; seconded by Commissioner Barrera, motion carried. Commissioner Barrera asked for clarification on c. "Unexcused absences" he stated Commissioner would be unexcused if he arrived 15 minutes after the scheduled meeting **only** if it impacts the Commission's ability to establish a quorum.

9. ORAL REPORT ON 2013 INMATE COMPLAINTS

Ms. Ramirez-Bough indicated she was reporting on the inmate complaints, at the request of the public and some of the Commissioners. She reported that in 2004, the Equal Opportunity Officer was charged, by the Board of Supervisors, with receiving complaints from inmates. The inmates have a direct phone line to the Equal Opportunity Office. Ms. Ramirez-Bough reported that Staff receives their complaints and forwards them to a Commander at the jail, who will look into the complaint and respond back to us how the complaint was resolved. Ms. Ramirez-Bough reported that in 2013 there was a slight increase in the number of complaints. Commissioner Robinson asked if calls have increased due to AB 109. Ms. Dayries indicated that calls have increased due to crowded facilities and the fact that in State prisons they are afforded more services than in County jail. Commissioner Barrera reported that the inmates have a grievance form to submit their complaints or they can report them to the deputies. Commissioner Watson stated the NAACP receives complaints from the inmates and he wanted to know if he can contact Staff. Deputy County Counsel Jan Holmes advised that this would not be a good idea, as inmates have a right to privacy, especially medical conditions. She stated if Commissioner Watson has a release form, she would be happy to review it.

Public Comment: Ms. Helen Rucker reported that she is pleased to see that the EOO is continuing with receiving inmate calls. She stated that she and Mel Mason, LULAC and others formed a Civil Rights group due to the number of calls they received from the inmates, some of them racial. She stated that they will be forming the group again to look into other issues.

10. FUTURE AGENDA ITEMS

Invite Human Resources Director

Appoint Standing Committee members

Invite Department Heads to present their EO Plan

Ms. Ramirez-Bough indicated that the EO Plan form has to be revised. Unfortunately, nothing can be done until the committee members are appointed and the form is revised. She thinks it won't be until April before we can have a Department Head come before the Commission.

11. ANNOUNCEMENT AND EVENTS

Commissioner Robinson announced that the Commission on the Status of Women will be taking nominations for Outstanding Women of the Year.

Ms. Helen Rucker announced that there will be a Martin Luther King Parade in Seaside on Monday, January 20, 2014 in Seaside. She invited the Commissioners to attend.

12. DATE TIME OF NEXT MEETING

February 19, 2014.

13. ADJOURNMENT

There being no further business to attend, meeting was adjourned.