

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: Vice Chair Joe Watson, Kay Kirkland, Carlos Martinez, Sandy Fuerte James Bogan and Eric Lauritzen .

Commissioners Absent: Elliott Robinson, Maryellen Aisenberg and Fabian Barrera.

Staff and Guests Present: Irma Ramirez-Bough, Equal Opportunity Officer, Elisa Cantu Equal Opportunity Analyst and Deputy County Counsel Janet Holmes, Director of Human Resources James May, Assistant Director of Human Resources Kim Moore, Director of Emergency Communications Billy Harry, Helen Rucker and Lavonne Stone .

2. INTRODUCTION OF NEW COMMISSIONER – IRMA RAMIREZ-BOUGH EQUAL OPPORTUNITY OFFICER

Commissioner Aisenberg was not present; deferred to the July meeting.

3. PUBLIC COMMENTS

None

4. REVIEW AND APPROVAL OF MINUTES

Commissioner Watson made a motion to approve the minutes of May 21, 2014; seconded by Commissioner Bogan; motion carried.

5. CHAIR BILLY DE BERRY

- a. Assign Commissioner Aisenberg to the Departmental Review Compliance Committee  
This item was deferred to the July meeting.

6. UPDATE REPORT REGARDING CENTRALIZATION OF HUMAN RESOURCES - JAMES MAY, HUMAN RESOURCES DIRECTOR

Mr. May reported that currently 17 of the 27 departments, are fully or partially centralized. Ongoing discussions with the remaining departments and the County Administrative Office are taking place. As centralization efforts move forward, their goal is to increase the efficiency and effectiveness of the County's human resource function. Mr. May reported that Human Resources Department eliminated three (3) positions as a result of budget development process. He indicated this will have a significant adverse impact on the ability of Human Resources Department to provide mission-critical human resources services to centralized departments. Some of their challenges, among others, are: E O Plan Compliance ; which has new mandates regarding the recruitment and selection of veterans and individuals with disabilities; ERP Upgrade, that will require existing employees to take on additional workload which is not currently within their full-time scope ; Staff reductions cripples the ability to continue with Board of Supervisors mandated centralization efforts.

Commissioner DeBerry asked if there were other layoffs. Mr. May responded that the Parks Department was going to lay off 15 employees; but that the County was looking for opportunities to place these employees in other departments. Commissioner DeBerry asked if Management Specialists would be laid off. Mr. May stated he did not have this information; but would provide it to the EOO. Commissioner De Berry also asked if the Park employees would be working out of class. Mr. May replied that some may; but they all would have new jobs.

The Commission thanked Mr. May for taking the time out of his busy schedule to come and present to the Commission.

PUBLIC COMMENT: Ms. Lavonne Stone stated she is concerned that there is a lot going on that will affect the guidelines. I was wondering about the equal opportunities for mothers who get 2½ years of public assistance, I don't know what the hiring policies are and the training, we have no training for the people actual training for people like single moms and some of them are very afraid they are not going to have income to take care of their family.

Ms. Rucker addressed the Commission on the issue of budget cuts to the Probation Department, especially those programs that rehabilitate inmates when they come out of prison.

7. DISCUSS AND REVIEW REVISIONS TO THE BYLAWS – CHAIR BILLY DEBERRY

The Chair went over the revisions made to the current Bylaws. Page 4 c. last sentence was deleted, it now reads as follows:

*c. “unexcused absences” are those where 24 hour advance notice was not provided to the Equal Opportunity Office.*

Page 4. Officers the first meeting of the year was deleted, it now reads as follows:

*The Commission shall elect its Chairperson and Vice Chairperson. Commission Officers shall be elected during the December meeting and take office in January.*

Page 5, paragraph g was added.

*g. Standing Committees shall prepare and present their annual report at the December Commission’s meeting.*

Page 6, 10. Annual Report, last bullet now reads

*Each standing committee chairperson shall be responsible for preparing a report summarizing the work of his/her committee. In addition, each report may include recommendations to be approved by the full commission and submitted to the Board of Supervisors. Each standing committee’s report shall be submitted to the Equal Opportunity Officer no later than the December meeting of each year.*

11. Rules, Commissioner Kirkland pointed out that in first sentence **will** be changed to **with**, to read

*Board of Supervisors’ Resolution 80-12 together with all other Resolutions which ....*

The Chair encouraged the Commissioner to go through the Bylaws and if they had any recommendations and/or changes to forward them to Staff.

8. REPORT FROM THE DEPARTMENTAL REVIEW COMPLIANCE COMMITTEE

Commissioner Lauritzen reported that the Committee met on May 8, 2014. Due to lack of a quorum the Committee did not elect their Chair or Vice Chair. The Committee, along with Staff reviewed the following EO Plans: Assessor, Auditor-Controller and District Attorney.

The Committee recommended that the Assessor be invited to present in June. The Committee had no questions for the Assessor. The Committee recommends that the Auditor be invited to present in July. The District Attorney will be invited to present in September. The Committee had one question for the District Attorney, which is set forth in the letter inviting him to make a presentation. It was recommended that the Sheriff 's Office present later in the year. The Committee will be scheduling a meeting to review the following Department's Equal Opportunity Plans: County Counsel, Probation, Economic Development, Clerk of the Board and Elections

9. REVIEW, DISCUSS AND APPROVE LETTERS TO ASSESSOR AND DISTRICT ATTORNEY

Commissioner Lauritzen asked if the Commissioners had any questions or comments regarding the letters to be provided to the Assessor and District Attorney. Commissioner DeBerry wanted to know what would happen if the Department Head did not respond to the question. Ms. Ramirez-Bough indicated that it specifically states in the letter that they come prepared to answer the question. The Commissioners, at the meeting, can ask them to answer the question. Should they not have a response, the Commission can request they provide the answer, in writing, and staff will provide it to the full Commission. Commissioner Lauritzen made a motion to approve the letters, with a correction to the letter to the District Attorney, remove italicized from last paragraph. Commissioner Watson second the motion with the correction; motion carried.

10. DISCUSS THE MEANING OF "WORKPLACE DIVERSITY" – IRMA RAMIREZ-BOUGH EQUAL OPPORTUNITY OFFICER

Ms. Ramirez-Bough gave an oral report on workplace diversity. Ms. Ramirez-Bough reported that diversity is not based solely on race and ethnicity. Diversity encompasses many other differences, e.g. gender, age, sexual orientation, religion, language, physical and mental ability, education and way of thinking. The County is committed to maintaining a diverse population of employees, contractors, vendors and volunteers. Commissioner DeBerry asked how "workplace diversity" is defined by the County. Ms. Ramirez-Bough reported that in context of the workplace, diversity means creating a workplace that respects and embraces the differences and recognizes the unique contributions of individual employees.

Ms. Ramirez-Bough pointed out the County has a Diversity Policy, which was approved by this Commission and the Board of Supervisors. She will, if the Commission so desires, agendaize this item for further discussion.

PUBLIC COMMENT:

Ms. LaVonne Stone stated she is glad the Commission is having this discussion on diversity. There are different agencies but I see there is no legal redress in Monterey County for people who are fired from their job, especially African Americans. If we are going to be inclusive it needs to be across the board and people know if they are qualified or not; people in management think they can get away with it, and no one is looking. Those things have to be addressed in whatever policy comes forth.

11. FUTURE AGENDA ITEMS

Assessor's EO Plan presentation

District Attorney's EO Plan presentation

12. ANNOUNCEMENT AND EVENTS

Ms. Ramirez-Bough announced that Supervisor Parker will be presenting, on June 24<sup>th</sup> the Resolution on the 50<sup>th</sup> Anniversary of the Civil Rights Act to the those Commissioners who are present, she invited all to attend.

Commissioner Bogan announced that there will be a Veterans Celebration on Saturday the 21<sup>st</sup> at Greenfield Memorial Hall.

13. DATE TIME OF NEXT MEETING

July 16, 2014 at 3:30 p.m.

14. ADJOURNMENT

The meeting was adjourned