

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 Elliott Robinson and Maryellen Aisenberg.

Commissioners Absent: Eric Lauritzen and Fabian Barrera.

Staff and Guests Present: Irma Ramirez-Bough, Equal Opportunity Officer, Michelle Gomez Equal Opportunity Analyst, Elisa Cantu Equal Opportunity Analyst and Deputy County Counsel Janet Holmes and Director of Human Resources James May.

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

Ms. Ramirez-Bough welcomed and introduced Maryellen Aisenberg representing the Commission on the Status of Women.

3. PUBLIC COMMENTS

None

4. REVIEW AND APPROVAL OF MINUTES

Commissioner Kirkland made a motion to approve the minutes of June 18, 2014; seconded by Commissioner Watson; motion carried.

5. CHAIR BILLY DE BERRY

The Chair assigned Commissioner Aisenberg to the Departmental Review Compliance Committee.

6. DISCUSS DIVERSITY POLICY

Ms. Ramirez-Bough asked if the Commissioners had reviewed the Diversity Policy (included in their packet) and if they had any questions and/or comments. Commissioner Fuerte stated she would like the Policy to address “ language that states an inclusive work environment. Looking at the definition of diversity vs inclusive work environment, it includes a little bit more than just diverse and then making sure that somewhere we have equal opportunity diversity inclusion so that it is addressing the LGBTQ community.” Ms. Ramirez-Bough indicated the changes will be made and the Policy brought back to the Commission for their approval. She asked that if the Commissioners had any other comments, please submit to staff within the next two weeks.

7. REPORT OF THE COUNTY REVIEW COMPLIANCE COMMITTEE

Commissioner Robison reported that the County Review Compliance Committee met on June 20, 2014. While there was not a quorum, Ms. Kim Moore gave a presentation on Exit Interviews Process. Ms. Moore reported that a committee was formed to evaluate, analyze and recommend a County-wide exit interview process to the Human Resources Director and the Equal Opportunity Officer. Ms. Moore reported that:

- 16 departments conduct some type of exit interviews
- 9 do not conduct exit interviews
- 2 departments did not respond

- NMC conducts exit interviews through an outside vendor
- The Committee was provided a copy of the Exit Interview Questions form, which is intended to be used by all departments and may be supplemented with additional questions.

Commissioner Robinson stated there was robust discussion on the language for Chapter 7; but due to the lack of quorum, no action was taken. This item will be discussed at the next Committee meeting.

8. EXIT INTERVIEW PROCESS

Assistant Human Resource Director Kim Moore indicated that as Commissioner Robinson just reported, they met with the County Review Compliance Committee and on July 2nd they also presented to the Board of Supervisors Equal Opportunity Committee. Ms. Moore asked if they had any questions regarding the form “Exit Interview Questions” (included in their packet). She indicated the form will be distributed to all departments. Some departments may supplement the form with additional questions. The Chair asked if a policy and would be attached. Ms. Moore replied that the policy is contained in the Equal Opportunity Plan. Commissioner Robinson asked if the Board EO Committee had any concerns. Ms. Moore replied the Committee appreciated the form and they found the process to be positive.

9. REVIEW REVISIONS AND APPROVE BYLAWS

The Chair stated there were no additional revisions submitted to Staff; therefore he asked for the approval of the Bylaws. Commissioner Kirkland made a motion to approve the Bylaws as amended; seconded by Commissioner Robinson; motion carried.

10. SPECIAL MEETING

The Chair indicated he is requesting a Special Meeting for August 20, 2014. His reason for the request is that one of the important things this Commission does is to evaluate department’s EO Plans. Up to this point very few department heads have come before the Commission. He would like for the Commission to identify those department that have not come before the Commission and to schedule those departments for their presentation.

Another item to be discussed is granting a “leave of absence” for one of the Commissioners.

11. FUTURE AGENDA ITEMS

Assessor’s EO Plan presentation
District Attorney’s EO Plan presentation
Nepotism roles
Review the use of limited term Management Specialist
Positions and impact to meeting goals in the EO Plan

12. ANNOUNCEMENT AND EVENTS

Ms. Ramirez-Bough announced that Supervisor Parker presented the Resolution on the 50th Anniversary of the Civil Rights Act to the Chair Billy DeBerry, at the Board meeting of June 24th. Also present were Commissioners Robinson, Watson and Kirkland. She thanked them all for being present. Staff provided Commissioners with a copy of the Resolution.

Commissioner Bogan announced there will be a Monterey County Homeless Veterans Stand Down on August 1, 2, 3, 2014 at the old Fort Ord.

Commissioner Robinson announced a survey being conducted by Impact Monterey County. This is to survey the local population on their aspirations for the community. If you wish, you can take the survey at www.impactmontereycounty.org. He also announced the anniversary of the passage of the Food Stamps Act of 1964.

13. DATE TIME OF NEXT MEETING
August 20, 2014 at 3:30 p.m.

14. ADJOURNMENT
The meeting was adjourned