

1. ROLL CALL AND GREETING OF VISITORS

The meeting was called to order by Chair Jayanti Addleman at 3:35 p.m. All Commissioners introduced themselves. The Chair welcomed our new Commissioner Louann Raras.

Commissioners Present: Vice Chair Kay Kirkland, Billy DeBerry, Joe Watson, Nancy Valdez, Maria Castillo, Freda Escobar and Louann Raras.

Commissioners Absent: Bob Greene, Josie Duque and Fabian Barrera.

Guests and Staff Present: Equal Opportunity Officer Irma Ramirez-Bough, Associate Equal Opportunity Analyst Sonje Dayries; Michelle Gomez Equal Opportunity Specialist-Confidential, Administrative Secretary-Confidential Elisa Cantu, Deputy County Counsel William Litt and Management Specialist David Medrano.

2. PUBLIC COMMENTS

None

3. REVIEW AND APPROVAL OF MINUTES

Commissioner Watson made a motion to approve the minutes of October 19, 2011; seconded by Commissioner Kirkland. The minutes were approved.

4. DISCUSS COMMISSION'S ANNUAL REPORT

Ms. Ramirez-Bough stated the template has not yet been finalized and she thinks the Commission should start working on the Annual Report now. The Chair stated it would be a good idea for both Chairs of the Standing Committees to get together and start working on the report so that it may go before the Board in January.

5. Standing Committees Report:

- a. County Review of Monterey Plan Compliance Committee
Commissioner DeBerry stated the Committee has had several meetings and is working hard on revising the Monterey Plan. The Committee met on November 7, 2011 and November 14, 2011. He stated the Committee will meet again on November 22, 2011. Ms. Ramirez-Bough is meeting with the Board of Supervisors Equal Opportunity Sub Committee on December 8, 2011 and she will be presenting them with a draft of the Plan. Commissioner Kirkland suggested that the full Commission hold a special meeting to adopt the revised Plan. Commissioner DeBerry made a motion that the Commission hold a special meeting on December 15, 2011 at 3:30 p.m.; motion seconded by Commissioner Watson.

- b. Departmental Review of Monterey Plan Compliance Committee
Commissioner Escobar stated she will be coordinating a meeting for the Committee to finalize the EO Plan form.

6. ADVERSE IMPACT STUDY

Ms. Ramirez-Bough reported that there were twenty-four (24) employees laid off. She said of the twenty-four (24) laid off, five (5) were retired. She then went over the data, broken down by department, title, gender and race. Ms. Ramirez-Bough stated the study is conducted by department and there was no adverse impact in any of the departments affected.

7. REPORT ON COMPLAINTS

Ms. Ramirez-Bough reported on the number of complaints received in the Equal Opportunity Office, those filed with the Department of Fair Employment and Housing and the Equal Employment Opportunity Commission. Each complaint was broken down by department, type and status of the complaint. The Chair asked that Title VII be clarified. Deputy County Counsel Bill Litt explained that Title VII is a federal law, part of the Civil Rights Act of 1964. it bars discrimination based on national origin, race, color, religion, and sex.

8. ANNOUNCEMENTS AND EVENTS

Commissioner Valdez announced that should any of the Commissioners wish to help, on Tuesday there will be a food drive at 345 Towt Street, from 6:00 – 8:00 p.m.

9. FUTURE AGENDA ITEMS

Appointment of Nominating Committee
Discuss and Adopt the revised Monterey Plan

10. DATE AND TIME OF NEXT MEETING

December 15, 2011 at 3:30 p.m.

11. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned.