

1. ROLL CALL AND GREETING OF VISITORS

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

Commissioners Present: Chair Jayanti Addleman, Billy DeBerry, Vice Chair Kay Kirkland, Maria Castillo, Josie Duque, Freda Escobar, Yaz Emrani.

Commissioners Absent: Kathrina Ognyanovich (excused), Bob Green (excused).

Guests and Staff Present: Director of Child Support Services Stephen Kennedy, Associate Personnel Analyst Ken Carlin, Management Analyst Darrell McGowan, IT Manager Karsten Rother, Managing Attorney Lisa Ortiz, Deputy County Counsel Robert Shulman, Acting Equal Opportunity Officer Bonita Monarque, Associate Equal Opportunity Analyst Sonje Dayries, Administrative Secretary Elisa Cantu.

2. PUBLIC COMMENTS

Ms. Esmeralda Sapien from SEIU introduced herself. She will be attending the meetings on a regular basis.

3. REVIEW AND APPROVAL OF MINUTES

Commissioner DeBerry moved to approve the minutes of the December 16, 2009 meeting; seconded by Commissioner Emrani. The minutes were approved.

4. DEPARTMENT PRESENTATION – STEPHEN KENNEDY, CHILD SUPPORT SERVICES DIRECTOR

Chair Addleman introduced Stephen Kennedy to the Commission. Also introduced were Lisa Ortiz, Managing Attorney; Associate Personnel Analyst Ken Carlin, Management Analyst Darrell McGowan and IT Manager Karsten Rother. Mr. Kennedy began his presentation by inviting the Commissioners to visit their building. His department has a staff of 113 employees. The child support program receives state and federal funding. There is no cost to the County. Child Support Services, like Social Services, is under the Merit System. Mr. Kennedy gave a description of the duties and services provided by Child Support Services.

Mr. McGowan, Training Coordinator stated his goal, when he first came on board, was to establish a pool of certified trainers. As of February 2008, they have thirteen (13) certified trainers who provide in-house training to their employees. Their employees are also encouraged to attend trainings provided by Liebert and Cassidy. Supervisors and managers are required to attend training, as mandated by the County.

Associate Personnel Analyst Ken Carlin stated their hiring and employment practices are governed by the State Personnel Board. Child Support Services exceeds its goals in all of the job categories, except for Management, which is a single class position. The department's

workforce consists of 63.6% minorities, 76% of which are females. In October 2007 through February 2010, the department lost fourteen (14) employees; 57% minorities and 64% females. In the same period of time, they had ten (10) promotions; 80% females and 50% minorities. Mr. Carlin stated the department's goal is to continue to exceed the goals established in the Monterey Plan and continue to provide excellent customer service.

Commissioner Kirkland suggested that they improve their recruitment efforts to increase the number of African American employees in their department, as their numbers are low. Commissioner DeBerry requested a breakdown of minorities in their department. Commissioner DeBerry inquired about "upward mobility". Mr. Kennedy stated that they "grow our own" by mentoring individuals through their internal/external training. He believes strongly that the only way to have an effective organization is by having employees achieve higher levels of learning. Mr. Kennedy believes strongly in promoting from within. Commissioner Castillo inquired into the ratio of cases per staff. Mr. Kennedy replied that the average is 600 cases per worker. Commissioner Castillo asked about recruitment efforts to ensure the employment of minorities. Mr. Kennedy replied that their biggest problem is that they have not had the opportunity to hire people. Since 2003, they have been operating under the same budget. A question was asked regarding the high number of turnovers. Mr. Carlin stated there were several reasons; some employees retired, others moved out of the area, and there were Commissioner Duque asked what portion of their budget is allocated to their employees. Mr. Kennedy replied 80% is allocated for salaries and benefits; 20% for services and supplies. They are constantly working on "cost savings" methods.

The Commission thanked Mr. Kennedy for his informative presentation and commitment to equal opportunity.

5. APPROVAL OF DRAFT #4 OF THE MONTEREY PLAN

Commissioner Escobar made a motion to approve Draft #4 of the Monterey Plan, seconded by Commissioner Emrani; motion passed.

6. MONTEREY COUNTY CODE; TITLE 2 CHAPTER 2.80

Ms. Monarque stated that at the January meeting some changes were made to the definition of retaliation. If the Commission approves the change, it will go to the Board for their approval. Commissioner Escobar made a motion to approve Monterey County Code; Title 2 Chapter 2.80 as amended, seconded by Commissioner DeBerry. The motion passed.

7. EQUAL OPPORTUNITY OFFICER'S COMMENTS

Ms. Monarque announced that she, Sonje and Mr. Medrano met with Supervisor Parker and Supervisor Armenta on March 4, 2010. Mr. Medrano provided them with an update on the Monterey Plan. The Supervisors expressed that they would like to attend one of the Commission's meeting. Ms. Monarque reminded the Commissioners of the ADA training on April 21, 2010.

8. ANNOUNCEMENTS AND EVENTS

None.

9. FUTURE AGENDA ITEMS

Update on Policies

10. DATE AND TIME OF NEXT MEETING

The next Commission meeting will be held on April 21, 2010.

11. Adjournment

There being no further business, the meeting was adjourned at 4:30