

1. ROLL CALL AND GREETING OF VISITORS

The meeting was called to order by Chair Miess at 3:34 p.m.

Commissioners Present: Chair Sue K. Miess, Vice Chair Kathrina Ognyanovich, Harry Gamotan, R. Lena Valdez, Virgil Schwab, Fred Garcia, Billy DeBerry, Alejandro Hogan, Martha Chavarria, Sarah Mawhirter

Commissioners Absent: Jose Rosillo (unexcused), Dr. Bettye Lusk (unexcused), Robert Greene (unexcused), Jayanti Addleman (excused).

Guests and Staff Present: LynnRose Alig, Associate Personnel Analyst, Sheriff's Office; Equal Opportunity Officer David Medrano, Administrative Secretary-Confidential Elisa Cantu, Deputy County Counsel Ellen Jahn.

2. PUBLIC COMMENTS AND PETITIONS

None.

3. REVIEW AND APPROVAL OF MINUTES

The minutes of the November 19, 2008 meeting were approved by consensus.

4. NEW BUSINESS

A. Departmental Equal Opportunity Plan Presentation – LynnRose Alig, Associate Personnel Analyst, Sheriff's Office

Equal Opportunity Officer David Medrano introduced LynnRose Alig, with the Sheriff's Office. Ms. Alig reviewed the report submitted by the Sheriff's Office. She discussed the Office's nondiscrimination and harassment policies. Ms. Alig reviewed the Sheriff's Office workforce data. The Sheriff's Office has met the goals as outlined in The Monterey Plan for Equal Access to Employment and Contracting Opportunities (The Plan) in all but three (3) job categories. The Sheriff's Office will continue to strive to meet the goals in all job categories as vacancies occur and the hiring freeze has been lifted. Prior to the institution of the hiring freeze, the Sheriff's Office attempted to attract qualified, diverse candidates through job fairs, local schools and colleges, and various forms of media. After a brief questions and answers session, Ms. Alig was thanked for her presentation.

B. Election of Officers

The current Vice Chair, Kathrina Ognyanovich, was elected as the 2009 Chair of the Commission. Commissioner Alejandro Hogan was elected as Vice Chair. The meeting was turned over to Chair Ognyanovich.

Chair Ognyanovich discussed the possibility of having someone responsible to ensure that the Commission follows the Robert's Rules of Order guidelines. It was suggested that the County Counsel representative monitor the Commission's adherence to Robert's Rules of Order.

C. Annual Report to Supervisors

Commissioner Miess discussed the Commission's requirement to submit an annual report to the Board of Supervisor. Commissioner Miess will provide information regarding the Commission's accomplishments for the preparation of the upcoming annual report. Commissioner's Miess requested that the committees provide reports to be included in the annual report. Commissioner Miess will prepare a draft document which outlines the activities of the Commission over the past year. Commissioner Gamotan and Chair Ognyanovich will assist with the completion of the annual report.

5. UNFINISHED BUSINESS

A. Status of Completion of Mandatory Ethics Training. All have not completed the mandatory ethics training. The online training can be taken by accessing: <http://localethics.fppc.ca.gov/ab1234>. Equal Opportunity Officer Medrano will follow-up with those individuals who have yet to complete the course. There was discussion regarding possible consequences for those who have not completed the course, as required by the state and County.

B. Result of Commission Priorities Survey

Commissioner Miess discussed the results of the priorities survey. The top five priorities, as ranked by the Commission (one Commissioner did not respond to the survey), are as follows (Item 1, received the most votes, Item 2 second most votes, etc):

1. Status of the Garza Decree; who is responsible for enforcement, what is the responsibility of the EOAC relative to Garza; what training do departments receive on Garza; how many waivers have been approved?
2. Increase emphasis on updating and implementing the Monterey Plan in a timely manner
3. Implement the EOAC Code of Ethics as recommended by the Organization and Development Ad Hoc Committee
4. Develop a suggested Diversity Policy for the County to implement
5. Increase the Commission's advisory role to the Board of Supervisors*
6. Increase emphasis on promotions in departmental reviews*

(*Items 5 and 6 tied)

Commissioner DeBerry moved to have the Commission take action on the six priorities as ranked by the Commission; seconded by Commissioner Miess.

Discussion: Commissioner Gamotan suggested that two additional items be included in the list. Vice Chair Hogan, suggested that the first two items should be acted upon by the Commission. The Commission can later reassess and identify two other items to act upon. Chair Mawhirter suggested that the Commission take one item at a time. Commissioner Mawhirter suggested that the Commission examine items 1 through 6 to determine how much time it would take to address each individual item.

The original motion, to take action on the six priorities as ranked by the Commission, was voted on and passed. Chair Schwab volunteered to work with Equal Opportunity Officer David Medrano on items 1 and 2, as they are currently in progress. Chair Ognyanovich appointed Commissioners Chavarria and Garcia to serve on the County Review of Monterey Plan Compliance Committee. Commissioner Schwab stated that the Committee is temporarily on hold pending an opinion from County Counsel. Commissioner Schwab stated that he was advised to limit distribution of written County Counsel opinions to those serving on the Committee and on a need to know basis.

C. Paperless Commission Process

Commissioner Mawhirter moved to establish a list of those Commissioners who prefer to continue to receive hard copies of Commission documents; seconded by Vice Chair Hogan. The motion passed. Among those in attendance, Commissioners Garcia, DeBerry, Hogan Valdez, and Chair Ognyanovich requested paper copies of the minutes and related materials.

6. REPORT FROM COMMITTEES

A. Departmental Review of Monterey Plan Compliance

No report.

B. County Review of Monterey Plan Compliance

No report.

7. ANNOUNCEMENTS AND EVENTS

None.

8. FUTURE AGENDA ITEMS

If you wish to have an item placed on the agenda, please contact Chair Ognyanovich.

9. DATE AND TIME OF NEXT MEETING

The next Commission meeting will be held on February 18, 2009.

10. MEETING EVALUATION

Two evaluations were received.

11. ADJOURNMENT

The meeting was adjourned at 5:05.