

1. ROLL CALL AND GREETING OF VISITORS

The meeting was called to order by Jayanti Addleman, Vice Chair at 3:35 p.m.

Commissioners Present: Vice Chair Jayanti Addleman, Kay Kirkland, Virgil Schwab, Freda Escobar, Robert Greene, Bettye Lusk, Billy DeBerry and Josie R. Duque.

Commissioners Absent: Fred Garcia (excused), Martha Chavarria (excused), Maria Castillo, (excused), Kathrina Ognyanovich (excused).

Guests and Staff Present: Director of Health Len Foster, Maria Diaz, Associate Personnel Analyst, Deputy County Counsel Robert Shulman Acting Equal Opportunity Officer Bonita Monarque, Associate Equal Opportunity Analyst Sonje Dayries; Administrative Secretary Elisa Cantu.

2. PUBLIC COMMENTS

There were no public comments.

Vice Chair Addleman introduced Josie R. Duque new Commissioner, representing the Filipino Community.

3. REVIEW AND APPROVAL OF MINUTES

Vice Chair Addleman had a couple of suggestions regarding the minutes 1) She thought Danie Ryan said "legal resident" instead of "naturalized" as stated in the minutes. *After reviewing the tape, Ms. Ryan does say "naturalized."* 2) In paragraph 6, second line, change "assistant" to "advisor." Commissioner Kirkland moved to approve the minutes of the November 18, 2009 meeting as amended; seconded by Commissioner Greene. The minutes were approved.

4. DEPARTMENT PRESENTATION – LEN FOSTER, DIRECTOR OF HEALTH

Mr. Len Foster introduced Maria Diaz from Human Resources. Mr. Foster stated he has been the Director of Health for 9 years. The Health Department is the largest in terms of number of employees in Monterey County. The single largest division is Behavioral Health. During the period of their Plan, 31 employees were hired, despite the hiring freeze. The department was not affected by the freeze since much of their revenue is derived from fees from the services provided. Mr. Foster stated that of the 31 employees hired, 58% were minorities. Also during this period 365 employees were promoted; of the 365, 269 were women. While the department met or exceeded their goals in most of the job group categories, the goal was not met in the area of Professional - Human Services. This category represents job classifications that require a license or master's degree and are difficult to fill. Through the efforts of Behavioral Health and CSUMB, CSUMB will offer a Masters and Social Work program (fall of 2010). The department is very proud of this achievement in that it is consistent with their strategy to "grow our own." The master's program will provide the employees with the resources to achieve professional goals.

In recruiting, the department works hard to obtain a diverse candidate pool that reflects the community served. They make good faith efforts to improve minority outreach by mailing notices to minority and other protected groups. The department is committed to equal opportunity; all county policies are posted and distributed to employees.

Commissioner Schwab inquired about the high number of promotions. Mr. Foster replied a lot of their classifications are flexible classifications, meaning that once a license or certificate is obtained the employee can flex to the next step.

Commissioner Duque asked how they select internal and external interview panelist. Mr. Foster replied they try to make sure they have subject matter experts on the panel. For example, if they are recruiting for an environmental specialist, they make sure to have an environmental specialist in a supervisory capacity on the panel. Commissioner Lusk inquired as to how many staff members of behavioral health provide services for school-based counseling and to the homeless of Monterey County. Mr. Foster did not have this information; but will provide it to the Equal Opportunity Office.

The Commission thanked Mr. Foster for his commitment to equal opportunity and for his informative E O Plan.

5. REPORT FROM COMMITTEES

A. Departmental Review of Monterey Plan Compliance

Vice Chair Addleman stated the committee met on December 3rd. Earlier today there was a joint meeting with the County Review Committee. They worked on the draft report form which was provided to the Commissioners. Vice Chair Addleman stated that the Committee will be working on adding a section which would allow department heads to identify those employees who were let go during their probation. She asked Commissioners to submit their comments to the Equal Opportunity Office. The joint Committee is working on the criteria to “red flag” reports from departments and they are also working on a list of possible follow up questions for the Commissioners to use.

B. County Review of Monterey Plan Compliance

Commissioner Schwab stated the Committee has not met since his last report. The draft of the Monterey Plan was distributed to all Commissioners for their review. The Committee did have a joint meeting with the Departmental Review Committee and discussed the details for having all the departments submit their EO plan at the same time. As Vice Chair Addleman reported, the criteria on how to prioritize departments for their appearance before the Commission is being developed. It will be distributed to all Commissioners for consideration and any additional input. Commissioner Schwab said that per the bylaws, this is his last meeting. He has served six years on the Commission and thanked everyone for all the work they have produced.

6. COUNTY DIVERSITY POLICY

Commissioner Schwab made a motion to approve the Policy as submitted; seconded by Commissioner Escobar. The motion passed

7. MEETING EVALUATION

The evaluation was discussed and changes were made. Commissioner Lusk moved to conduct the evaluation twice a year (June and December); seconded by Commissioner DeBerry. Commissioner Kirkland suggested changing Item 8 to “A quorum was present.” It was suggested that Item 11 be changed to “The meeting was professional and collegial.” “The meeting was productive” will be listed as Item 12. Commissioner Lusk amended her original motion to conduct the evaluation twice and year and modify Items 8 and 11 of the evaluation form and add Item 12; seconded by Commissioner DeBerry. The motion passed.

8. VOTING PROCEDURES

Vice Chair Addleman asked Commissioners if they had reviewed Mr. Shulman’s opinion on the voting process and how they wished to vote. Commissioner Schwab stated that Commissioner Lusk withdrew her nomination for Vice Chair. Commissioner DeBerry made a motion to conduct the election by show of hands; seconded by Commissioner Greene. Motion passed.

9. ELECTION OF OFFICERS

Commissioner Schwab conducted the election. Kay Kirkland was elected Vice Chair. Commissioner Addleman was elected Chair. The votes were unanimous.

10. EQUAL OPPORTUNITY OFFICER'S COMMENTS

- Acting Equal Opportunity Officer Bonita Monarque announced the office is getting back to normal. She also thanked Commissioner Schwab for his years on the Commission, his commitment to equal opportunity and his support to our Office. He will truly be missed by Commissioners and staff.
- She also welcomed Commissioner Duque back to the Commission.

11. ANNOUNCEMENTS AND EVENTS

Commissioner DeBerry announced the passing of Bob Hatcher. Mr. Hatcher was one of the first black attorneys to practice in the area.

Commissioner Schwab stated it was a pleasure serving on the commission for six years. He firmly believes that the work of this Commission is making Monterey County a better place. He thanked the Commissioners for all the work they have done.

Commissioner Lusk said the luncheon for Commission on the Status of Women was held on Thursday, November 5th and not the 7th, as previously stated.

Commissioner Duque asked if we have a calendar for the departments that will be making their EO Plan presentation. Ms. Monarque stated a schedule will be provided.

12. FUTURE AGENDA ITEMS

13. DATE AND TIME OF NEXT MEETING

The next Commission meeting will be held on January 20, 2010.

14. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:54 p.m.