

1. ROLL CALL AND GREETING OF VISITORS

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

Commissioners Present: Chair Sue K. Miess, Vice Chair Kathrina Ognyanovich, Bettye Lusk, Billy DeBerry, Jayanti Addleman, Alejandro Hogan, Robert Greene, Virgil Schwab,

Commissioners Absent: Jose Rosillo, Harry Gamotan (excused)

Guests and Staff Present: Equal Opportunity Officer David Medrano, Associate Equal Opportunity Analyst Sonje Dayries, Associate Equal Opportunity Analyst Bonita Monarque; Administrative Secretary Elisa Cantu; Deputy County Counsel Ellen Jahn; Associate Personnel Analyst Linda Jackson

2. PUBLIC COMMENTS AND PETITIONS

Linda Jackson, Associate Personnel Analyst for the Monterey County Free Libraries, introduced herself to the Commission.

3. REVIEW AND APPROVAL OF MINUTES

Commissioner Ognyanovich stated that the minutes of the January 14, 2008 meeting should reflect an "excused absence" for her. The minutes were approved by consensus (NOTE: Due to the lack of a quorum, the Commission did not have a meeting in February).

4. NEW BUSINESS

A. Departmental Equal Opportunity Plan Presentation – Jayanti Addleman, Director, Monterey County Free Libraries

Commissioner Addleman briefed the Commissioners on the function of the Library. Commissioner Addleman stated that she is committed to promoting diversity in hiring. She works to ensure that the Library's policies and practices are fair and consistent with equal opportunity practices. With respect to the Library's hiring goals, the Library has met most of the goals, with the exception of Job Groups 3 and 17 (Job Group 17 consists of only one person). Commissioner Addleman stated that the Library will be hiring in the near future and they work to improve their percentages. Commissioner Addleman stated that she encourages her employees to apply for promotional opportunities. She strives to hire individuals who represent the community. With respect to hiring, some of the challenges faced by the Library are compensation, when compared to neighboring cities, and location (i.e. South County cities). Commissioner Addleman encourages her staff to take advantage of the training opportunity the County offers, to include tuition reimbursement.

Commission Addleman was thanked for her presentation.

B. Discussion and Vote on Commission Guidelines

i. Informing Equal Opportunity Office when unable to attend meetings.

Commissioner Miess requested that Commissioners contact the Equal Opportunity Office if they are unable to attend Commission meetings. If it is known in advance that a quorum will not be attained, the meeting can be cancelled and Commissioners can avoid unnecessary travel. A few days in advance of the meeting, email reminders will be sent to the Commissioners reminding them of the upcoming meeting. The reminder will also contain the cell phone number of David Medrano, Equal Opportunity Officer. Please use the cell phone number, if you are calling after 3:00 p.m. on the day of the meeting, to report your absence or your delay.

ii. Meeting Commencement

There was discussion regarding the length of time to wait before cancelling a Commission meeting. Commissioner DeBerry moved to have Commission meetings cancelled if a quorum is not attained within 20 minutes from the scheduled start of the meeting.

Seconded by Commissioner Schwab. The motion passed. Commission meetings will start at 3:30, if there is a quorum. If there is no quorum by 3:30, the meeting will commence when a quorum is attained. If a quorum is not attained by 3:50, the meeting will be cancelled. A calendar of scheduled Commission meeting will be provided.

C. Discussion of Commission Retreat

Chair Miess requested volunteers to help plan a future Commission Retreat. Commissioner DeBerry volunteered. More volunteers are welcome. Suggested retreat topics can be sent or emailed to the Equal Opportunity Office. Please provide your suggestions by March 24, 2008.

5. UNFINISHED BUSINESS

A. Discussion of Annual Report.

Mr. Medrano provided the Commissioners with a draft annual report. Commissioner DeBerry suggested that the report contain the length of time in service for each Commissioner. It was also suggested that the committee reports be attached to the annual report. Chair Miess asked that Commissioners review the draft and provide comments or suggested changes to the Equal Opportunity Officer by March 24, 2008. Chair Miess stated that if no comments or suggestions are received, by the 24th the Commission will assume that there are no suggested changes.

6. REPORT FROM COMMITTEES

A. Departmental Review of Monterey Plan Compliance

Chair Miess asked for volunteers to serve on the Departmental Review of Monterey Plan Compliance. Commissioner DeBerry volunteered to serve on the committee.

B. County Review of Monterey Plan Compliance

Commissioner Schwab stated that he, Chair Miess, Commissioner DeBerry and Mr. Medrano met and discussed the updated Monterey County hiring goals. The Committee will be meeting on March 19, 2008 with the Board of Supervisors Equal Opportunity Subcommittee and a consultant from Biddle Association regarding updating the Monterey Plan.

7. ANNOUNCEMENTS AND EVENTS

Commissioner DeBerry was honored and recognized for his former service as Chair of the Equal Opportunity Advisory Commission.

Chair Miess stated that April 22, 2008 is Equal Pay Day. Equal Pay Day symbolizes the day in which the wages paid to American women catch up to wages paid to men from the previous year.

Commissioner Lusk announced that the Commission on the Status of Women will be honoring several Monterey County women who have excelled in various areas and have contributed to our community.

8. FUTURE AGENDA

Please contact Chair Miess or the Equal Opportunity Office by March 24, 2008 if you wish to have items placed on the agenda.

9. DATE AND TIME OF NEXT MEETING

The next meeting will be held on Monday, April 14, 2008 at 3:30 P.M.

10. ADJOURNMENT

There being no further business, meeting was adjourned.