

1. ROLL CALL AND GREETING OF VISITORS

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

Commissioners Present: Chair Sue K. Miess, Vice Chair Kathrina Ognyanovich, Jayanti Addleman, Harry Gamotan, Virgil Schwab, Alejandro Hogan, Fred Garcia, Martha Chavarria, and Sarah Mawhirter.

Commissioners Absent: Billy DeBerry, Jose Rosillo, Dr. Bettye Lusk, Robert Greene (excused), Lena Valdez (excused)

Guests and Staff Present: Equal Opportunity Officer David Medrano, Associate Equal Opportunity Analyst Sonjé Dayries, Associate Equal Opportunity Analyst Bonita Monarque, Administrative Secretary-Confidential Elisa Cantu, Deputy County Counsel Ellen Jahn; Lou Solton, Treasurer-Tax Collector; Mary Zeeb, Assistant Treasurer-Tax Collector; Janet Lowery, Senior Personnel Analyst; Richard Smith, Revenue Manager; Liz Crooke, Management Analyst III; Darryel Mickens, Personnel Technician

2. PUBLIC COMMENTS AND PETITIONS

None.

3. REVIEW AND APPROVAL OF MINUTES

The minutes of the July 14, 2008 meeting were approved by consensus (NOTE: The Commission did not have a meeting in August of 2008).

4. NEW BUSINESS

Departmental Equal Opportunity Plan Presentation – Lou Solton, Treasurer-Tax Collector
Equal Opportunity Officer David Medrano introduced Lou Solton, Treasurer-Tax Collector. Treasurer-Tax Collector Solton stated that his department consists of four divisions: Treasury, Revenue, Systems, and Property Tax. The department has a total of 49.5 allocated positions; 39 of the positions are filled. Three positions in the Treasury Division were recently filled. Five positions in the Revenue Division are pending. It is not certain when the five positions will be filled. In the last three years, there were only nine separations, 10 new hires, and 11 promotions. Turnover is relatively low and there are several long-tenured employees in the department. Treasurer-Tax Collector Solton stated that his department subscribes to and believes strongly in The Monterey Plan. In the Management I category, the department exceeded their minority hiring goal by 11 percent. In the Professional/Administration category, with their recent hire, the department will exceed the goal by 9 percent. In the Paraprofessional/Technician II category, the department exceeded the goal by 21 percent; in the Paraprofessional/Technician I category, the goal was exceeded by 5 percent. In the Office/Clerical II and I categories, the goal was exceeded by 29 and 56.8 percent, respectively. The department has had no formal or informal discrimination complaints in the last three years. Treasurer-Tax Collector Solton stated that his department continues to work to provide promotional opportunities for their employees. After a brief questions and answers session, Treasurer-Tax Collector Solton was thanked for his presentation and his commitment to The Monterey Plan.

5. UNFINISHED BUSINESS

- A. Follow-up to Equal Opportunity Officer's Report – David Medrano, Equal Opportunity Officer. Copies of Equal Opportunity Officer Medrano's May presentation will be provided to the newly appointed Commissioners. Handouts from the August orientation will be provided to those Commissioners who did not attend the orientation.
- B. Status of Completion of Mandatory Ethics Training. Several Commissioners have yet to complete the mandated ethics training. Commissioners can still take the online training. The web address is: <http://localethics.fppc.ca.gov/ab1234>. Please provide the Equal Opportunity Office with a copy of your certificate of completion.

6. REPORT FROM COMMITTEES

- A. Departmental Review of Monterey Plan Compliance
No report at this time.
- B. County Review of Monterey Plan Compliance
The Committee met on July 25. A detailed review of The Monterey Plan narrative was conducted. Many of the recommendations discussed were related to personnel policies; therefore the committee will attempt to schedule a meeting with Keith Honda, Deputy County Administrative Officer - Human Resources.
- C. Commission Retreat Committee
The retreat has been scheduled for October 1, 2008, from 12:30 – 4:00. Lunch will be provided. The retreat will be held at the Monterey County Free Library, Marina Branch; 190 Seaside Circle in Marina.

7. COMMISSION MENTORS

As per the Commission's operating policies, Commissioners will serve as mentors to the newly appointed Commissioners. Chair Miess will mentor Commissioners Mawhirter and Chavarria; Commissioner Schwab will mentor Commissioner Addleman; Commissioner DeBerry with Commissioners Hogan and Garcia; Commissioner Gamotan with Vice Chair Ognyanovich and Commissioner Valdez.

8. ANNOUNCEMENTS AND EVENTS

- Commissioner Addleman announced that Hispanic Heritage Month takes place from September 15 – October 15.
- Vice Chair Ognyanovich announced a forum to honor the President of NAACP, Ben Jealous, to be held on September 11 at York School in Monterey.
- Commissioner Chavarria announced the Third Annual Latino Fashion Show, to be held on October 3 at the Embassy Suites. Proceeds go toward the LULAC scholarship fund.
- David Medrano announced that starting October, the Board Chambers will no longer be available for the Commission's Monday meetings. Therefore, the October Commission meeting will be held on Wednesday, October 15 from 3:30 – 5:00 in the Board of Supervisors' Chambers. During the October meeting, Commissioners will vote on either meeting on the third Wednesday of each month or to continue meeting on the second Monday of each month in the Monterey Room of the Government Center.

9. FUTURE AGENDA

Please contact Chair Miess or the Equal Opportunity Office by October 3, 2008 if you wish to have items placed on the agenda.

10. DATE AND TIME OF NEXT MEETING

The next Commission meeting will be held on Wednesday, October 15, 2008 at 3:30.

11. ADJOURNMENT

The meeting was adjourned at 5:00.