

MONTEREY COUNTY

EQUAL OPPORTUNITY ADVISORY COMMISSION

168 WEST ALISAL STREET, THIRD FLOOR • SALINAS, CA 93901 • (831) 755-5117



EQUAL OPPORTUNITY ADVISORY COMMISSION

MAY 15, 2013
3:30 p.m. – 5:00 p.m.

AGENDA

THE MONTEREY COUNTY EQUAL OPPORTUNITY ADVISORY COMMISSION welcomes and encourages all interested persons to attend and participate in the discussion. Meetings are held on the third Wednesday of each month at 3:30 p.m. in the Administration Building, 168 West Alisal Street, Board of Supervisors' Chambers, First Floor, and Salinas, CA 93901. All meetings are conducted in compliance with the Ralph M. Brown Act, Government Code §54950, et seq.

ANY PERSON WISHING TO ADDRESS THE COMMISSION on Agenda or non-agenda topics may do so at the appropriate time after receiving recognition from the Chairperson. Persons doing so should state their name and address or organization/ agency, prior to making their comments or asking questions. Persons speaking on non-agenda topics should do so only during the section of the Agenda reserved for "Public Comments and Petitions." Persons wishing to comment on an Agenda topic should do so when that topic has been reached on the Agenda. Comments should be brief and limited to the subject matter. Reasonable time limitations may be imposed at the discretion of the Chairperson. An emergency item (as defined by the Brown Act) may be added to the agenda only by vote of the Commission.

DISABILITY ACCESS The Board of Supervisors Chambers is wheelchair accessible. The following services are available when requests are made by Friday before the Commission meeting: American Sign Language interpreters or use of a reader during a meeting; large print agenda or minutes in alternative format; assistive listening devices. Please contact the Equal Opportunity Office (831) 755-5117, if you need assistance in order to participate in a public meeting or if you need the agenda and public documents modified as required by Section 202 of the Americans with Disabilities Act.

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1. Roll Call and Greeting of Visitors
 2. Public Comments

3. Action Item: Review and Approval of Minutes 5 minutes
Minutes of April 17, 2013
4. Presentation to the Commission – Mike Derr Contracts/Purchasing Manager 20 minutes
 - Small/Local Business Outreach Program in accordance with County's Equal Opportunity Plan Chapter 10 – Contract Compliance – Minority Women Business Outreach Program
5. Report from the Departmental Review Committee – Eric Lauritzen Chair 10 minutes
 - Review of EO Plans
 - Develop guidelines for appropriate follow-up questions after Departmental presentations
 - Draft letter to be sent by the Commission to department heads after their presentation
6. Discuss and identify questions to be referred to: - Jayanti Addleman 15 minutes
 - James May & Yvonne Walker regarding the roles and responsibilities of the Human Resources Learning and Organizational Development Division

 - Wes Morrill regarding the roles and responsibilities of the Military and Veterans Affairs Office
7. Future Agenda Items
Invite Yvonne Walker, Senior Administrative Analyst with the Learning and Organizational Development Division of the Human Resources Department to present on the roles and responsibilities of the Division

Invite the Office of Military and Veterans Affairs to present on the roles and responsibilities of the Office of Military and Veterans Affairs
8. Announcement and Events 5 minutes
9. Date and Time of Next Meeting
June 19, 2013, 3:30 P.M.
10. Adjournment