

# **County of Monterey**

Cayenne Room  
1441 Schilling Place  
Salinas, CA 93901



## **Meeting Agenda - Final**

**Wednesday, May 20, 2026**

**3:30 PM**

**Join via Zoom at <https://montereycty.zoom.us/j/94902402978> or in person at: 1441 Schilling Place - Civil Rights Office - Conference Room, Salinas, Ca. 93901**

### **Civil Rights Advisory Commission**

For information on The Ralph M. Brown Act: Open Meetings please click on the link below:

[https://leginfo.legislature.ca.gov/faces/codes\\_displayText.xhtml?division=2.&chapter=9.&part=1.&lawCode=GOV&title=5](https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=9.&part=1.&lawCode=GOV&title=5)

**THE COUNTY OF MONTEREY CIVIL RIGHTS 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 Civil Rights Office Conference Room, 1441 Schilling Place-North Bldg., First Floor, Salinas CA 93901, unless otherwise posted. All meetings are conducted in compliance with the Ralph M. Brown Act, Government Code §54950, et seq.**

**ANY INDIVIDUAL ATTENDING THE MEETING IN PERSON AND 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 location 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 Civil Rights 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 §202 of the Americans with Disabilities Act.

**DOCUMENT DISTRIBUTION:** Documents related to agenda items that are distributed to the Commission less than 72 hours prior to the meeting shall be available for public inspection at the Civil Rights Office, 1441 Schilling Place, Salinas, CA 93901. Documents distributed to the Commission at the meeting by Staff will be available at the meeting; documents distributed to the Commission by members of the public shall be made available after the meeting.

**Members of the Public may participate in meetings in one of two ways:**

- 1. You may attend the meeting in person; or,**
- 2. You may observe the live stream of the meeting via computer by clicking on the following Zoom webinar link:**

**PLEASE NOTE: IF ALL PARTICIPATING COMMISSION MEMBERS ARE PRESENT IN PERSON, PUBLIC PARTICIPATION BY ZOOM IS FOR CONVENIENCE ONLY AND IS NOT REQUIRED BY LAW. IF THE ZOOM FEED IS LOST FOR ANY REASON, THE MEETING MAY BE PAUSED WHILE A FIX IS ATTEMPTED BUT THE MEETING MAY CONTINUE AT THE DISCRETION OF THE CHAIRPERSON.**

<https://montereycty.zoom.us/j/94902402978?pwd=tmjfWY4IW6RTL8CnA2ymB8auI6IE2Z.1>

or the public may listen via phone by dialing 1-669-900-6833 and then when prompted, entering the Meeting ID 949 0240 2978 and Passcode 200150.

**1.If a member of the public wishes to comment on a particular agenda item, the public is strongly encouraged to submit their comments in writing via email to the Civil Rights Office at [CivilRights@countyofmonterey.gov](mailto:CivilRights@countyofmonterey.gov) by 2:00 p.m. on the Tuesday prior to the meeting. To assist County staff in identifying the agenda item to which the comment relates, the public is requested to indicate the Civil Rights Advisory Commission (CRAC) date and agenda item in the subject line. Comments received by the 2:00 p.m. Tuesday deadline will be distributed to the Commission and will be placed in the record.**

**2.Members of the public wishing to comment on a specific agenda item while the matter is being heard may participate by any of the following means:**

**a.When the Chairperson calls for public comment on an agenda item, Civil Rights Office staff will first ascertain who wants to testify (among those who are in the meeting electronically or telephonically) and will then call on speakers and unmute their device one at a time. Public speakers may be broadcast in audio form only.**

**b.If speakers or other members of the public have documents they wish to distribute to the Commission for an agenda item, they are encouraged to submit such documents by 2:00 p.m. on Tuesday before the meeting to: [CivilRights@countyofmonterey.gov](mailto:CivilRights@countyofmonterey.gov). To assist staff in identifying the agenda item to which the comment relates, the public is requested to indicate the Civil Rights Advisory Commission date and agenda number in the subject line.**

**c.If members of the public want to present documents/Power Point presentations while speaking, they should submit the document by 2:00 p.m. on Tuesday before the meeting at [CivilRights@countyofmonterey.gov](mailto:CivilRights@countyofmonterey.gov) (If submitted after that deadline, staff will make best efforts, but cannot guarantee, to make it available to present at the Commission meeting.)**

**d.While the matter is being heard, a member of the public may submit a comment via email, preferably limited to 250 words or less, to Civil Rights Office staff at [CivilRights@countyofmonterey.gov](mailto:CivilRights@countyofmonterey.gov). To assist staff in identifying the agenda item to which the comment relates, the public is requested to indicate the Civil Rights Advisory Commission date and agenda number in the subject line. If the comment is received prior to close of public comment on an agenda item, every effort will be made to read the comment into the record, but some comments may not be read out loud due to time limitations or length of the comment (if the comment exceeds 250 words). Comments received prior to the close of the public comment period on an agenda item will be made part of the record for that item.**

**3.Members of the public who wish to make a general public comment for items not on the day's agenda may submit their comment via email, preferably limited to 250 words or less, to Civil Rights Office staff at [CivilRights@countyofmonterey.gov](mailto:CivilRights@countyofmonterey.gov). The Civil Rights Advisory Commission meeting date and "general comment" should be indicated in the subject line. The comment will be placed on the record for the meeting, and every effort will be made to read the comment into the record at the appropriate time on the agenda.**

**4.Individuals with disabilities who desire to request a reasonable accommodation or modification to**

**observe or participate in the meeting may make such request by sending an email to CivilRights@countyofmonterey.gov. The request should be made no later than noon on the Monday prior to the Commission meeting in order to provide time for County to address the request.**

**5.The Chairperson and/or Vice-Chairperson may set reasonable rules as needed to conduct the meeting in an orderly manner.**

**NOTE: All agenda titles related to numbered items are live web links. Click on the title to be directed to the corresponding Commission Report.**

**3:30 P.M. CALL TO ORDER**

**ROLL CALL AND GREETING OF VISITORS**

**PUBLIC COMMENT PERIOD**

**APPROVAL OF ACTION MINUTES**

1. Action Item: Review and Approve Meeting Minutes of March 18, 2026

**Attachments:**     [CRAC Meeting Minutes 3-18-26](#)

**COMMISSION MATTERS**

2. Review, Discuss, and Approve the Revised 2026 CRAC Meeting Schedule - Chairperson Melgoza

**Attachments:**     [Revised 2026 CRAC Meeting Schedule](#)

3. Review, Discuss, and Approve the Departmental Equal Opportunity Plan Presentation Schedule beginning July - Chairperson Melgoza

4. Receive a Presentation on the CRAC Bylaws Overview - Naudia Velarde, Civil Rights Office

**Attachments:**     [CRAC Bylaws](#)

5. Receive a Presentation on the Title VI Compliance Review - Daniel Gonzalez, Civil Rights Office

**ANNOUNCEMENTS**

**FUTURE AGENDA ITEMS**

- a. EOP Department Presentations Begin (July)

**DATE, TIME, AND LOCATION OF NEXT MEETING**

Wednesday, July 15, 2026, at 3:30 p.m. at 1441 Schilling Place-CRO Conference Room,  
Salinas, CA 93901

**ADJOURNMENT**



# County of Monterey

## Item No.1

### Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: 26-502

May 20, 2026

**Introduced:** 5/14/2026

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

Action Item: Review and Approve Meeting Minutes of March 18, 2026



# County of Monterey

Monterey County  
Government Center  
Board of Supervisors  
Chambers  
168 West Alisal st. 1st  
Floor  
Salinas, Ca. 93901

## Meeting Minutes Equal Opportunity and Civil Rights Advisory Commission

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Wednesday, March 18, 2026

3:30 PM

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Join via Zoom at <https://montereycty.zoom.us/j/94902402978> or in person at: 1441 Schilling Place - Cayenne Room, Salinas, Ca. 93901

NOTE: All agenda titles related to numbered items are live web links. Click on the title to be directed to the corresponding Commission Report.

### 3:30 P.M. CALL TO ORDER

The meeting was called to order at 3:39 pm by Chairperson Melgoza.

### ROLL CALL AND GREETING OF VISITORS

### ATTENDEES

Commissioners Present by Government Code Section 54953.8.6: Adriana Melgoza, Estella Padilla, Victor Caravez, Joe Sanchez, Karen Araujo, and Carolynne Roderick.

Commissioners Absent: Gina Martinez (unexcused), Lee Ann Magoski (excused), Yesica Guzman (excused) and Rosalyn Green (unexcused).

Staff Present: Daniel Gonzalez, Senior Equal Opportunity Analyst; Naudia Velarde, Senior Equal Opportunity Analyst (via Zoom); Natalie Alfaro, Senior Equal Opportunity Analyst (via Zoom); Juan P. Rodriguez, Civil Rights Officer (via Zoom); Ellen Lyons, Deputy County Counsel (via Zoom); and Ruby Jacinto, Administrative Secretary

### PUBLIC COMMENT PERIOD

None.

### APPROVAL OF ACTION MINUTES

1. Action Item: Review and Approve Revised Meeting Minutes of January 21, 2026 and Review and Approve Meeting Minutes of February 18, 2026

Commissioner Melgoza made a motion to approve the revised meeting minutes of January 21, 2026, and meeting minutes of February 18, 2026; seconded by Commissioner Caravez; motion passed by the following vote:

AYES: Melgoza, Sanchez, Araujo, Padilla, Caravez, and Roderick.

NOES: None

ABSENT: Guzman, Green, Martinez, and Magoski

**ABSTAIN: None**

**DEPARTMENT PRESENTATIONS**

2. Receive a Presentation on Title VI - Daniel Gonzalez, Civil Rights Office

Daniel Gonzalez, Senior Equal Opportunity Analyst, gave a presentation on Title VI.

3. Receive a Status Update on Departmental Equal Opportunity Plans - Naudia Velarde, Civil Rights Office

Naudia Velarde, Senior Equal Opportunity Analyst, gave an update on Departmental Equal Opportunity Plans.

**ANNOUNCEMENTS**

Juan P. Rodriguez, Civil Rights Officer, announced that future CRAC meetings will be moved to the Civil Rights Office – Conference Room.

**FUTURE AGENDA ITEMS**

EOP Department Presentation Schedule – July (add)  
Revised CRAC Meeting Schedule – April (add)

**DATE, TIME, AND LOCATION OF NEXT MEETING**

Wednesday, April 15, 2026, via Zoom and in person at 3:30 p.m. at 1441 Schilling Place-Cayenne Room, Salinas, CA 93901

**ADJOURNMENT**

The meeting adjourned at 4:44 pm.



# County of Monterey

## Item No.2

### Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: 26-503

May 20, 2026

**Introduced:** 5/14/2026

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

Review, Discuss, and Approve the Revised 2026 CRAC Meeting Schedule - Chairperson Melgoza



## CIVIL RIGHTS ADVISORY COMMISSION 2026 MEETING SCHEDULE

### MEETING SCHEDULE

<b>COMMISSION RESPONSIBILITIES</b>	<b>MEET, DISCUSS, REVIEW AND MAKE RECOMMENDATIONS TO THE BOARD OF SUPERVISORS ON MATTERS RELATING TO EQUAL OPPORTUNITY AS PART OF THE EQUAL OPPORTUNITY PLAN AND ISSUES BROUGHT FORWARD BY THE PUBLIC.</b>	
<b>MEETING LOCATION (UNLESS OTHERWISE POSTED)</b>	<b>CIVIL RIGHTS OFFICE CONFERENCE ROOM 1441 SCHILLING PLACE-NORTH BLDG., SALINAS, CA 93901</b>	
<b>MEETING DATES &amp; TIME (UNLESS OTHERWISE POSTED)</b>	<b>THIRD WEDNESDAY OF EACH MONTH AT 3:30 P.M.</b>	
<b>STAFF CONTACT</b>	<b>RUBY JACINTO ADMINISTRATIVE SECRETARY - CONFIDENTIAL (831) 755-5117 <a href="mailto:JACINTOR@COUNTYOFMONTEREY.GOV">JACINTOR@COUNTYOFMONTEREY.GOV</a></b>	
<b>MEETING DATES</b>	<b>MEETING PLACE</b>	
<b>WEDNESDAY, JANUARY 21, 2026</b>	<b>CAYENNE ROOM</b>	
<b>WEDNESDAY, FEBRUARY 18, 2026</b>	<b>CAYENNE ROOM</b>	
<b>WEDNESDAY, MARCH 18, 2026</b>	<b>CAYENNE ROOM</b>	
<b>WEDNESDAY, APRIL 15, 2026</b>	<b>CAYENNE ROOM</b>	
<b>WEDNESDAY, MAY 20, 2026</b>	<b>CRO CONFERENCE ROOM</b>	
<b>* WEDNESDAY, JUNE 17, 2026</b>	<b>NO MEETING</b>	
<b>WEDNESDAY, JULY 15, 2026</b>	<b>CRO CONFERENCE ROOM</b>	
<b>WEDNESDAY, AUGUST 19, 2026</b>	<b>CRO CONFERENCE ROOM</b>	
<b>WEDNESDAY, SEPTEMBER 16, 2026</b>	<b>CRO CONFERENCE ROOM</b>	
<b>WEDNESDAY, OCTOBER 21, 2026</b>	<b>CRO CONFERENCE ROOM</b>	
<b>WEDNESDAY, NOVEMBER 18, 2026</b>	<b>CRO CONFERENCE ROOM</b>	
<b>WEDNESDAY, DECEMBER 16, 2026</b>	<b>CRO CONFERENCE ROOM</b>	



# County of Monterey

## Item No.3

### Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: 26-504

May 20, 2026

**Introduced:** 5/14/2026

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

Review, Discuss, and Approve the Departmental Equal Opportunity Plan Presentation Schedule beginning July - Chairperson Melgoza



# County of Monterey

## Item No.4

### Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: 26-505

May 20, 2026

**Introduced:** 5/14/2026

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

Receive a Presentation on the CRAC Bylaws Overview - Naudia Velarde, Civil Rights Office

# CIVIL RIGHTS ADVISORY COMMISSION BYLAWS

## ARTICLE I – INTRODUCTION

This organization shall be known as the Civil Rights Advisory Commission, which shall be guided by the policies and procedures established by the Board of Supervisors of Monterey County in the performance of its duties.

## ARTICLE II – PURPOSE AND DUTIES

1. The Civil Rights Advisory Commission shall advise and make recommendations to the Board of Supervisors on matters relating to equal opportunity, budget equity, civil rights, and the Equal Opportunity and Title VI of the Civil Rights Act Plans and their implementation.
2. The Commission has the following responsibilities:
  - a. Review and become familiar with the Equal Opportunity Plan, Budget Equity Tool, and the Title VI Plan, and present proposals for modification to the Board of Supervisors for consideration.
  - b. Recommend goals and timetables regarding the Equal Opportunity Plan, Budget Equity Tool, and the Title VI Plan for County departments and the County government.
  - c. Annually review and make recommendations regarding the progress of departmental plans in furtherance of the Equal Opportunity Plan goals for equal opportunity and the Title VI Plan goals of equitable access to public services.
  - d. Review the County’s recruitment, testing, selection, and promotion procedures, and recommend changes where needed.
  - e. Review the County’s discrimination complaint procedures, language access, and community engagement plan for Title VI Plan compliance.
  - f. Hold meetings with department heads, employee groups, and community groups to consider input on the Equal Opportunity Plan, Budget Equity Tool, and Title VI Plan, as needed.
  - g. Review and advise the Board of Supervisors on issues relating to equal access to contracting opportunities.
3. Each Commissioner shall have the following responsibilities:
  - a. Each newly appointed Commissioner must attend a Commission orientation, provided by the Civil Rights Officer or designee, within 30 days of appointment by the Board of Supervisors.
  - b. Provide updates to their organization or Board of Supervisors member on Commission-related matters.

- c. Respond promptly to the email sent by the Civil Rights Office confirming or declining attendance for each month's meeting.
- d. All Commissioners are required to complete the ethics training under Government Code §§ 25008 *et seq.*, and newly appointed Commissioners shall complete the training within 60 days of appointment by the Board of Supervisors.

### **ARTICLE III – MEMBERSHIP AND SELECTION**

The Commission shall be composed of a total number not to exceed sixteen (16) representatives:

1. Two Department Heads Council representatives.
2. Three labor representatives who represent County of Monterey employees.
3. Each Supervisor shall appoint a representative from their district. At least three supervisory appointees shall be of a protected group.
4. The Commission on the Status of Women shall have one representative.
5. The Commission on Disabilities shall have one representative.
6. One representative of a community organization that represents the Indigenous community from the geographical area currently known as the County of Monterey.
7. One representative of a community organization representing the Indigenous community of Mexico residing in Monterey County.
8. Up to five representatives from various community-based organizations that represent the interests and concerns of protected groups in the County of Monterey.<sup>1</sup> Each organization shall be approved separately after careful consideration by the Commission. Upon expiration of a community member's term, other interested and qualified community-based groups may petition for appointment to the Commission.
9. A recruitment analyst from the Human Resources Department as a non-voting member.
10. The Board of Supervisors shall approve and appoint all members.

### **ARTICLE IV – TERMS OF OFFICE**

1. Terms of office shall begin January 1 and end December 31.
2. The term of office for Commissioners is three years. Commissioners seeking reappointment must petition for one additional term, not to exceed two terms, for a total of six years as a Commissioner.

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<sup>1</sup> A protected group is a group of people who share common characteristics and are protected from discrimination and harassment by Federal and State law, and County of Monterey policies. E.g., individuals distinguished by their race, color, national origin, religion, disability, sex, sexual orientation, age, and veteran status.

3. There shall be a six-year maximum consecutive membership for all representatives, as calculated to the following December 31 for any person appointed to fill a vacancy for the remainder of that term.
4. A representative seeking appointment after the six-year maximum shall not be eligible for reappointment until two years after the six-year limit.
5. Vacancy and replacements:
  - a. A vacancy shall exist:
    - 1) When a Commissioner submits a written resignation to the Commission Chairperson and the Civil Rights Office.
    - 2) When a Commissioner's death or other circumstance prevents them from completing a term.
    - 3) When a Commissioner no longer resides in the County of Monterey or the Supervisorial District of their appointing Supervisor or otherwise does not meet the qualifications for the appointment.
    - 4) When a Commissioner violates the attendance policy.
  - b. Vacancies shall be filled for the remainder of the term.
  - c. When a vacancy on the Commission occurs, the Civil Rights Office shall notify the Board of Supervisors for consideration of a new appointment.

## **ARTICLE V – ORGANIZATION, PROCEDURES, AND ATTENDANCE**

1. Meetings:
  - a. Commission meetings shall be open to the public and governed by applicable law.
  - b. The time and place shall be determined by a quorum of the members at the first meeting of each calendar year.
  - c. The Commission shall meet once each month or at least nine times per year.
  - d. Commissioners may contact the Civil Rights Office or the Chairperson to request that an item be placed on the agenda for discussion and consideration at the next regular meeting.
  - e. Special meetings shall be called by the Chairperson or at the request of three members of the Commission.
2. Attendance:
  - a. Commissioners are expected to attend every meeting, unless excused.

- b. Excuse absences are those due to vacation or other special circumstances, such as family emergencies or personal illness, provided a 48-hour advance notice is given to the Civil Rights Office. Unexcused absences are those where advance notice was not provided to the Civil Rights Office.
- c. The Commission may, for good cause, grant leaves of absence for a reasonable period to its members. A request for leave of absence must be submitted in writing to the Civil Rights Office.
- d. A Commissioner shall be in violation of the attendance policy when:
  - 1) They have three unexcused absences in one calendar year.
  - 2) They have two consecutive unexcused absences in one calendar year.
  - 3) They have a combination of five excused or unexcused absences in one calendar year.

3. Quorum:

A quorum is a majority of the total current appointed membership of the Commission. Commission action may be taken only if a quorum is present.

4. Officers:

The Commission shall elect a Chairperson and a Vice-Chairperson before the January meeting, with their terms of office commencing on January 1. Officers shall serve for a term of one year and may be eligible to run for reelection at the annual election.

5. Duties of Officers:

a. Chairperson:

- 1) Is responsible for speaking for the Civil Rights Advisory Commission to other organizations and to the public.
- 2) Presiding at all Commission meetings.
- 3) Appoints committee members and temporary chairpersons to serve until the Commission meets and selects a Chairperson.
- 4) Sign all documents to carry out the will of the Commission.
- 5) Stands as an ex officio member of all committees.
- 6) Is responsible for the approval of the agenda.
- 7) Attends the Board of Supervisors Equal Opportunity Committee meetings.

b. Vice-Chairperson:

- 1) Be knowledgeable of and assume the duties of the Chairperson in case of absence or incapacity of the Chairperson.
- 2) Becomes the Chairperson upon the death, resignation, or permanent incapacity of the Chairperson.

c. Committees:

- 1) *Ad hoc* committees shall be created by action of the Commission, as needed. *Ad hoc* committees shall serve only until the final report of the committee is given to the Commission.
- 2) The Commission may establish standing committees, as needed, by a majority vote.

6. Amendments of Bylaws:

- a. Commissioners may suggest amendments to the bylaws.
- b. To be approved, an amendment must first be presented in writing at a regular meeting. At the next regular meeting, it may be adopted by a two-thirds vote of those present. Thereafter, such an amendment must be submitted to the Board of Supervisors for final approval.

7. County Staff Support:

The Civil Rights Office shall provide staff support to the Commission.

8. Minutes:

Official minutes indicating attendance and recording actions taken at each Commission meeting shall be prepared and submitted to the Board of Supervisors through the Clerk of the Board before the subsequent Commission meeting.

9. Expenses:

Commissioners shall be entitled to mileage reimbursement to and from meetings and reasonable expenses necessarily incurred to conduct official County business, pursuant to County policy.

10. Reporting Process:

- a. The Civil Rights Officer shall be responsible for the overall reporting process.
- b. The Civil Rights Officer may bring to the Board of Supervisors an annual report. The report will highlight the activities of the Commission during the reporting period.

11. Procedural Guidelines:

Robert's Rules of Order shall guide the procedural conduct of meetings.

APPROVED and ADOPTED by the Board of Supervisors this \_\_\_\_ day of \_\_\_\_\_, 2026, and shall take effect immediately.



# County of Monterey

## Item No.5

### Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

**Legistar File Number: 26-506**

**May 20, 2026**

**Introduced:** 5/14/2026

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

Receive a Presentation on the Title VI Compliance Review - Daniel Gonzalez, Civil Rights Office