

Attachment B

COUNTY OF MONTEREY
Equal Opportunity Advisory Commission
Departmental Equal Opportunity Plan Committee

2016 Annual Report

The Departmental Equal Opportunity Plan Committee is a standing committee of the Equal Opportunity Advisory Commission.

I. The Committee's responsibilities include:

- Developing and implementing a process for review of Department's Equal Opportunity Plans;
- Evaluating workforce analysis and reviewing Department's Action Oriented Programs to determine compliance with Chapter 7 Action – Oriented Programs of the County's Equal Opportunity Plan (addressing underutilization of women and minorities in their Department's Equal Opportunity Plan);
- Reviewing and evaluating Department's Equal Opportunity Plans for thoroughness and ensure that the Plans capture information necessary to assist the EOAC in fulfilling its duties;
- Providing suggestions to Department Heads to accomplish the requirements of the County's Equal Opportunity Plan; and
- Evaluating the Department's Equal Opportunity Plan Form and make recommendations for revisions, as needed.

II. Committee Membership

- Carlos Martinez – Committee Chair
- Eric Lauritzen
- Billy DeBerry
- Jerry Teeter

III. Committee Activities/Accomplishments

The Committee met on November 7, 2016 and revised the Department's Equal Opportunity Plan template for 2017. The Committee presented the revisions to the EOAC on November 16, 2016. The Commission approved the revisions on that date.

The Committee recommended the following departments be invited to present their Department's Equal Opportunity Plan to the Commission in 2017: Assessor/Clerk-Recorder, Agricultural Commissioner, Treasurer-Tax Collector, County Counsel and Public Defender.

Based on the recommendations of the Committee, the following Departments presented their Department's Equal Opportunity Plan to the EOAC for calendar year 2016: Clerk of the Board, Sheriff's Office, Parks, Human Resources, County Administrative Office, Child Support Services, Emergency Communications and District Attorney.

IV. Committee Goals/Recommendations

It is the goal of the Committee to continue to implement the three year schedule for Department Head's to present their Equal Opportunity Plans to the Equal Opportunity Advisory Commission.