



Monterey County

Action Minutes - Draft Equal Opportunity Committee

GOVERNMENT CENTER
SUPERVISOR
FERNANDO ARMENTAS
OFFICE
168 W. ALISAL STREET,
2nd FLOOR
SALINAS, CA 93901

Wednesday, September 23, 2015

1:00 PM

Supervisor Armenta's Office, 2nd Floor

Call to Order

The meeting was called to order by Supervisor Armenta at 1:00 p.m.

Attendees

Supervisor Fernando Armenta; Supervisor Jane Parker; Equal Opportunity Officer Irma Ramirez-Bough; Manuel González, Assistant County Administrative Officer; Administrative Secretary-Confidential Rocio Quezada; and Deputy County Counsel Juan Rodriguez.

Public Comment Period

Action: There were no public comments received.

Approval of Action Minutes

1. Approve the Equal Opportunity Committee's Draft Action Minutes of June 25, 2015.

The Action Minutes of June 25, 2015, were approved as submitted.

Regular Agenda

2. Receive an update on the revised Diversity Policy.

ACTION:

Ms. Irma Ramirez-Bough presented the revised Diversity Policy to the Committee. Ms. Ramirez-Bough recommended keeping the title as Diversity Policy. Modifying the policy title to Diversity and Inclusion Policy would require amending the Discrimination Complaint Ordinance. Ms. Ramirez-Bough asked for direction from the Committee to keep the title as Diversity Policy and to bring the final version to the Board of Supervisors for adoption in October. Supervisors Parker and Armenta concurred with the recommendation.

3. Receive and discuss Compensation Analysis Report.

ACTION:

Ms. Ramirez-Bough presented the Compensation Analysis Report prepared by Biddle Consulting Group.

Ms. Ramirez-Bough reported that the Equal Opportunity Office will be updating the 2015 Equal Opportunity Plan. Ms. Ramirez-Bough recommended inviting Biddle Consulting Group to present the analysis to the Board of Supervisors. Ms. Ramirez-Bough will consult with Biddle Consulting Group for a wage comparison analysis to compare 2013 vs. 2014.

Supervisor Parker and Supervisor Armenta concurred with Ms. Ramirez-Bough's recommendation. Supervisor Parker reported that after the Board receives a presentation and if the Board members agree, then a cohort analysis would be prepared on the comparison information.

Supervisor Parker moved the motion to receive the Compensation Analysis Report; seconded by Supervisor Armenta; motion carried.

4. Discuss establishing "Diversity Day" in October.

ACTION:

Mrs. Ramirez-Bough recommended to the Committee establishing a Diversity Day in October, as October is nationally recognized as Diversity Awareness month.

The Committee discussed the possibility of bringing community members and/or department speakers to provide testimony about successes they have had because of diversity and external services. The Committee suggested establishing the 3rd Wednesday of October as Diversity Day.

Mr. Manny González suggested establishing a Diversity week event for County departments to participate.

The Equal Opportunity Office will look into organizing a Diversity Day celebration County-wide for the upcoming year.

5. Receive an oral update on the status of the County's Equal Opportunity Plan.

ACTION:

Ms. Ramirez-Bough reported that the Equal Opportunity Office submitted the work force statistics to Biddle Consulting Group in August.

6. Receive the Equal Opportunity Officer's Summary Report.

ACTION:

Ms. Ramirez-Bough reported Rocio Quezada joined the Equal Opportunity Office as her Administrative Secretary.

Ms. Ramirez-Bough also reported that the Equal Opportunity Office has been working with CAO, County Counsel and Department Heads to develop a Conflict Resolution Program. Ms. Ramirez-Bough and Manny González have reached out to Mandell Gisnet Center of the Monterey College of Law. Ms. Ramirez-Bough recommended starting a Pilot Program for Mandell Gisnet Center to serve as mediators. Ms. Ramirez-Bough will engage in a contract and plans to have the program in place by the end of the year or early January 2016. Mr. Manny González will oversee the program.

Ms. Ramirez-Bough reported that a mandatory Prevention of Sexual

Harassment training was offered to the Public Defender's Office on August 24, 2015.

Ms. Ramirez-Bough also reported that Shelline Bennett from Liebert Cassidy Whitmore (LCW) presented the Equal Opportunity and Non-Discrimination/Diversity training to Department Heads on September 16, 2015.

Ms. Ramirez-Bough mentioned Ms. Bennett is an experienced attorney with 22 years of experience. Ms. Ramirez-Bough is recommending contracting with LCW to provide Equal Opportunity and Non-Discrimination/Diversity training to all County employees.

Adjournment

The meeting adjourned at 2:00 p.m.