

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA # *B-1

Urgent

Routine

AGENDA DATE March 10, 2015

CEO Concurs with Recommendation YES NO

(Information Attached)

4/5 Vote Required YES NO

SUBJECT:

Approval of the Equal Rights Commission Bylaws

STAFF RECOMMENDATIONS:

Approve the Equal Rights Commission bylaws.

FISCAL IMPACT:

There is no fiscal impact associated with the adoption of the Equal Rights Commission bylaws. Chief Executive Office staff members currently provide the necessary administrative and technical support and costs are absorbed through their approved annual budget.

BOARD ACTION AS FOLLOWS:

No. 2015-90

On motion of Supervisor Chiesa, Seconded by Supervisor O'Brien
and approved by the following vote,

Ayes: Supervisors: O'Brien, Chiesa, Monteith, De Martini, and Chairman Withrow

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) Approved as recommended

2) Denied

3) Approved as amended

4) Other:

MOTION:



ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No. BD-01-30

Approval of the Equal Rights Commission Bylaws

DISCUSSION:

On July 18, 1972 the Board of Supervisors established the Affirmative Action Advisory Commission and approved the Affirmative Action in Equal Employment Opportunity Policy Statement. Its purpose at that time was to encourage the positive progress of Affirmative Action in Stanislaus County government. The basic role of the Commission was to assist with Affirmative Action progress by serving in several capacities. Most notable among those detailed is the Commission's role as a resource group to the Board of Supervisors and County staff; as a liaison body with community groups; as a source to assist in the formulation and presentation of relevant Equal Employment Opportunity training programs; and, in considering changes in County personnel policies as they impact on the furtherance of equal employment opportunity.

On January 7, 1997 the Board of Supervisors approved changing the name of the Affirmative Action Commission to the Equal Rights Commission. This was done chiefly as an acknowledgement by the Commission that the name change was appropriate given the nature of work addressed by the Commission. More specifically, the Commission deals with issues which are related to equal rights rather than Affirmative Action. This means that all County actions associated with the selection, promotion, training and retention of employees and all other personnel actions are processed in accordance with Equal Employment Opportunity principles and, further, that the provision of County services are likewise made in a non-discriminatory manner.

Guidelines for the role of the Commission were created when the Commission was established; however, no formal bylaws were ever adopted. The adoption of formalized bylaws was discussed at the June 18, 2014 Equal Rights Commission meeting. The Commissioners recommended several changes to the guidelines to be incorporated into the future bylaws. The Chief Executive Office staff incorporated the Commission Guidelines and the requested changes made by the Commissioners into draft bylaws which were then presented to the Commission for its review prior to its regularly scheduled meeting in August. At that meeting on August 14, 2014, minor changes were made to the document and a motion was made to approve the bylaws as modified. This motion was approved by a majority of the members present and Chief Executive Office staff was instructed to present the bylaws (attached) to the Board of Supervisors for approval. The bylaws will become effective upon approval of the Board of Supervisors.

POLICY ISSUE:

Approval of the creation of the Equal Rights Commission bylaws is consistent with the Board's priority of the Efficient Delivery of Public Services by providing a mechanism to support awareness of equal rights and diversity in the workplace.

STAFFING IMPACT:

There are no additional staffing impacts associated with this item. Chief Executive Office Human Resources staff provides ongoing support and assistance to the Commission.

CONTACT PERSON: Nancy Bronstein, Deputy Executive Officer, (209) 525-6333

STANISLAUS COUNTY EQUAL RIGHTS COMMISSION

ARTICLE I – NAME

The Commission shall be known as the Stanislaus County Equal Rights Commission.

ARTICLE II - LEGAL AUTHORITY

The Equal Rights Commission was authorized by the Stanislaus County Board of Supervisors Resolution #72-1068 (filed as 1187-A-8).

ARTICLE III - PURPOSE

The purpose of the Equal Rights Commission is to encourage the positive progress of Equal Employment Opportunity (EEO) / Equal Rights in Stanislaus County government.

ARTICLE IV - MEMBERS

The Board of Supervisors shall appoint a seven-member Equal Rights Commission for three year terms with re-appointment at the discretion of the Board of Supervisors. Members shall not be County employees and shall, as a group, include minority and female representation. Members shall have a background evidencing community involvement, understanding of business and employment practices, and awareness of the objectives and methods of equal employment opportunity.

1. The Commission shall elect its own Chairperson and Vice Chairperson to two year terms. Election of officers shall be held bi-annually at a regularly scheduled meeting of the Commission with nominations being made from the floor.
2. Any necessary staff support shall be provided by the Human Resources Division of the Chief Executive Office.

ARTICLE V – MEETINGS

1. The Commission shall determine its own meeting schedule.
2. The Equal Rights Commission shall meet in a public building which is accessible and can accommodate all who may wish to attend the meeting. A regular time and place for each meeting will be established and announced by the Commission.
3. Three members shall constitute a quorum.
4. All special and regular meetings of this Commission shall comply with California Government Code Sections 54950 et seq. (The Brown Act)

ARTICLE VI - DUTIES

The Commission serves as a resource group to the Board of Supervisors and County staff for the review and formulation of ideas for Equal Rights improvement in County service. The Commission supports and advances the Board of Supervisors' initiative to achieve workforce diversity through policy recommendations, training and outreach, and other activities. Each year the Commission develops goals and objectives for the program. Additionally, the Commission will advise and assist with Equal Employment Opportunity / Equal Rights progress by serving in the following capacities:

1. As a resource group to the Board of Supervisors and County staff for the review and formulation of ideas for Equal Employment Opportunity / Equal Rights improvement.
2. As a liaison body with interested groups in the community and source of assistance in outreach recruitment and communication efforts.
3. As a body to review equal rights progress reports including workforce analysis and work with County staff members in developing specific corrective actions.
4. As a source to assist in the formulation and presentation of relevant Equal Employment Opportunity (EEO) training programs, to disseminate information, and to support awareness of equal rights and diversity in the workplace.
5. In recommending changes in County personnel policies as they impact on the furtherance of equal employment opportunity.
6. In meeting periodically with individual department heads to encourage Equal Employment Opportunity (EEO) progress.
7. On Oral Exam panels for County positions.

ARTICLE VII – AMENDMENTS TO BYLAWS

These bylaws may be amended, repealed, or altered, in whole or in part upon approval by the Stanislaus County Board of Supervisors. A recommendation to amend, repeal, or alter these bylaws, in whole or in part, may be made by a majority vote of the Commission members present at any duly organized meeting of the Commission, provided that a copy of any amendment proposed for consideration shall be provided to each member prior to the date of the meeting. These bylaws and any amendments to these bylaws shall take effect only upon approval by the Stanislaus County Board of Supervisors.