



**EQUAL RIGHT COMMISSION MEETING**  
**Stanislaus County Learning Institute**  
**Wednesday, February 16, 2011 - 3:30 P.M.**

**MINUTES**

**ATTENDANCE:**

Commissioners – Leslie Beggs  
Jeremiah Williams  
Dionico Cruz  
Pamela Cullors

Ag Commissioner - Milton O'Haire`  
Aging & Veterans - Bipin Surti  
Animal Services -  
Alliance Worknet -  
Assessor -  
Auditor - Jan Ingold  
Behavioral Health - Christi Golden  
Chief Executive Office - Brandi Welsh  
Chief Executive Office - Nancy Bronstein  
Child Support Services - Joann Sarhad  
Clerk Recorder -  
Community Services Agency - Kym Vieira  
Cooperative Extension - Veronica Torres  
County Counsel - Ed Burroughs  
District Attorney -

Environment Resources -  
General Services Agency – Pamela Watson  
Health Services Agency -  
Health Services Agency - Sue Herzog  
Library -  
Planning - Marianne Rucker  
Probation - Katty Sandhu  
Public Defender -  
Public Works -  
Public Works -  
Strategic Business Technology - Allison Turner  
Sheriff - Mick Hardenbrook  
SR 911 – Scott Nickerson  
Treasurer/Tax Collector – Angie Valdez  
Risk Mgmt – Peggy Huntsinger

**I. CALL THE MEETING TO ORDER**

- Nancy Bronstein called the meeting to order at approximately 3:35 p.m.

**II. COMMISSION BUSINESS**

- Welcomed all commission members present; introduced everyone present at meeting and Nancy Bronstein as the new County Equal Rights Officer.
- Minutes were approved from December 2010 meeting.
- No Correspondence

**III. EEO TRAINING**

Nancy reported out classes/attendees (information below).

**Diversity** – None Scheduled

**Disabilities Awareness** – None Scheduled

**Effective Communications** – Classes to resume March 2011

**Preventing Sexual Harassment (non-mandatory training)** – None scheduled

**Mandatory Sexual Harassment** – 1/6/2011 class had 47 attendees; next class is scheduled in March 2011

#### IV. EEO COMPLAINTS

Nancy reported out complaint information (information below)

- 18 county-wide
- EEO: 7 are in process, 2 completed, 2 pending. DFEH: 5 are pending (responded); 1 closed and 1 dismissed
- There is a variety, medical conditions and retaliations are increasing. New guidelines on the interactive process will be out in early 2011.

#### V. NON-STANDING ITEMS (ACTIVITY OR OTHER SPECIFIC TO THIS MEETING)

- **Annual Commitment Statement** - Going to Board for approval for 2011 statement on 2/16/11 – will be shared with everyone after signed.
- **Draft EEO Grievance Procedures and Harassment Policy** – handed out and information shared with everyone; discussed and suggested changes to be sent to CEO.

Board member(s) brought up that “customers” can harass employees or vice versa – both ways would be covered; but maybe should be expanded upon. Also language change to show alleged date to most recent – also suggested that BOS be informed or accessible in addition to immediate supervisor. Some kind of “report card” put in place to gauge how well process works for participants.

Kym V. shared how CSA uses Violence in the Workplace policy vs. Harassment Policy.

Changes were made to policies to explain difference between Grievance due to labor or Grievance due to Harassment - Sometimes confusing to employees.

County managers and supervisors are obligated to share **anything** said or overhead that may be harassment, complaint can be verbal or written. Language to indicate (and verbally reminded) that entire process is confidential; scope or level of situation/individual(s) involved determine whether CEO, Dept Equal Rights Officer or outside contractor conducts investigation.

All comments/suggestions will be taken back and evaluated by CEO staff and also changes have to go to “meet and confer” with labor groups.

2009-2010 EEO Reports (departmental) were shared; census data/numbers from '09-10 not reflected; would have to go back somehow to capture for all county employees or applicants. Any changes should be sent to Fay or Patsy at the CEO's office.

- **Interactive Process** - Shared form and discussed; Rules change a lot, Temp vs. Perm accommodations – Meant to enable supervisor to walk through the process

and to provided county-wide consistency. HR staff should be involved in process if any questions or issues. Intermittent process also needs to have consistency. Guidelines to show good Dr's notes discussed; employees are submitting notes that are too broad and too subjective.

County works with employees about restrictions; employees can be non-compliant; termination of a couple employees a year, maybe one a year appeals.

Work restriction requires a note from the doctor; must be seen by doctor.– not phone call in appt.

5-10% of employees abuse sick leave.

## **VI. COMMENTS/UPDATES**

**Departmental EEO Officers** - BHRS going through four audits; cultural competency plan – will share results if anyone wants to see them.

## **VII. ADJOURNMENT**

The meeting adjourned at approximately 4:50 p.m.

The next meeting will be **APRIL 20, 2011 @ 3:30 p.m., County Center III, Room #2.**

Respectfully Submitted, Patsy Chmielecki