



EQUAL RIGHT COMMISSION MEETING
Stanislaus County Learning Institute
Wednesday, April 20, 2011 - 3:30 P.M.

MINUTES

ATTENDANCE:

Commissioners – Leslie Beggs
Dionico Cruz
Carmen Morad

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

Environment Resources -
General Services Agency - Donna Riley
Health Services Agency -
Health Services Agency - Sue Herzog
Library - Donna Witt
Planning -
Probation -
Public Defender -
Public Works - Diane Haugh
Public Works -
Strategic business Technology - Allison Turner
Sheriff - Mick Hardenbrook
SR911 - Scott Nickerson
Treasurer/Tax Collector - Angie Valdez
Risk Management - 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
- Minutes were approved from February 2011 meeting (Commissioner Cruz made motion to accept, Commissioner Begg's seconded motion - Approved)
- No Correspondence

III. EEO TRAINING

Nancy reported out classes/attendees (information below).

Effective Communications – Class held on 3/23/11 - 24 attendees; next class will be scheduled in June.

Preventing Harassment (non-mandatory training) – Class scheduled for May 2011

Mandatory Sexual Harassment – Class on 3/6/2011 - 59 attendees; next class is scheduled for May 11, 2011

IV. EEO COMPLAINTS

Nancy reported out complaint information (information below)

- 20 county-wide
- EEO: 9 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.
- Maciel/Martin - EEOC requesting more info; Doing site visit on Maciel
Wondering what triggered site visit? 10th Street site, not department
Other Department Level Complaints - none
Other departments asked to investigate

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

- **Draft EEO Grievance Procedures and Harassment Policy** – handed out and information shared with everyone; discussed and suggested changes to be sent to CEO.

Updated definition - spelled out emailing jokes, etc. Employees don't always see that as a violation.

Departments/Commission to review - send feedback to CEO within 2 weeks; goal is to get out to labor groups within a month.

"Non-employee"

Some different complaint procedures may be used depending on situation
Including electronic dissemination

Feed back within the next two weeks - prior to taking to labor.

Goal is easy for departments and employees to follow.

- Diversity Week

Planned for near International Festival (Late September/Early October)

Planning Group set up to come up with theme, help set-up, etc. Anyone can participate; planning group is Carmen M., Cynthia T., and Patsy C.

- SPIE - Stanislaus Partners in Education
Assembly format rather than "career day"
Various departments have representative to speak about their job, etc. about 5 - 10 minutes
Changes public view of County/Government employees
Volunteers - Recruitment process - from application to hiring process, direction for college, different employment areas

VI. COMMENTS/UPDATES

- Report card on EEO process from complainant - still trying to find a way to get feedback
- Question on employees ability to make complaints anytime they are upset could be used as tool for revenge; Ed Burroughs shared that Courts when evaluating complaints consider what a reasonable person would think in the same situation.
- Labor Law Posters:
 - Should check to make sure Dept posters are up to date - Most recent posters from 2009 show change to genetic history
 - EEO Statement should also be posted
 - 2009 and forward posters are okay
 - OSHA Report; checked by EEO during site visit.
- Shared updated EEO Categories
 - Employees will be asked to update their EEO category; probably will get a lot of did not indicates
 - Will provide definitions and share with employees
- Complaint closed letter - will now be sent
 - Can be sent via email if any departments want.
- Survey/Closed Session results
 - Continue with EEO meetings as currently set; same time, same location, etc.

Dept EEO Officers/Commissioners

- Maybe have EEOC come to meeting and train; tips, what are they looking for, etc.
- Commissioner Cruz: Is county budget still up in air, dependent on state? Yes
- Summer lull and then more RIF's; Very few employees hit the street.

VII. ADJOURNMENT

The meeting adjourned at approximately 4:20 p.m.

The next meeting will be **June 15, 2011 @ 3:30 p.m., County Center III, Room #2.**

Respectfully Submitted, Patsy Chmielecki