



**EQUAL RIGHT COMMISSION MEETING**  
**Stanislaus County Learning Institute**  
**Wednesday, December 21, 2011 - 3:30 P.M.**

**MINUTES**

**ATTENDANCE:**

Commissioner Jeremiah Williams  
Commissioner Leslie Beggs  
Commissioner Dionicio Cruz

Commissioner Carmen Morad  
Commissioner Pamela Cullors  
Commissioner Sofia Schultz

Ag Commissioner – Milton O’Haire  
Aging & Veterans - Bipin Surti  
Animal Services -  
Alliance Worknet - Steve Hopkins  
Assessor -  
Auditor - Jan Ingold  
Behavioral Health -  
Chief Executive Office - Nancy Bronstein  
Chief Executive Office - Cynthia Thomlison  
Chief Executive Office – Brandi Welsh  
Chief Executive Office – David Jones  
Child Support Services - Joann Sarhad  
Clerk Recorder - Jeremy Howell  
Community Services Agency -  
Cooperative Extension - Veronica Torres  
County Counsel - Ed Burroughs  
District Attorney -

Environmental Resources -  
General Services Agency -  
Health Services Agency - Sue Herzog  
Health Services Agency -  
Library -  
Planning - Marianne Rucker  
Probation - Delilah Vasquez  
Public Defender -  
Public Works -  
Public Works -  
Strategic Business Technology - Allison Turner  
Sheriff -  
SR911 - Scott Nickerson  
Treasurer/Tax Collector - Angie Valdez  
Risk Management -  
Supervisor Jim DeMartini

**I. CALL THE MEETING TO ORDER**

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

**II. COMMISSION BUSINESS**

- Welcomed all commission members present.
- New Commission member Sofia Schultz welcomed
- Initially, no quorum was present. After late arrivals and upon achieving a quorum, Motion (Jeremiah Williams) / Second (Dionicio Cruz) / Carried (unanimous) to approve minutes for August 17, 2011 with the spelling of Commissioner Cruz’s name corrected.
- No correspondence

**III. EEO Training**

- Effective Communication
  - Class was held on September 7, 2011 with 28 attendees.
  - The next class will be held on March 15, 2012.
- Preventing Harassment, Discrimination and Retaliation (non-mandatory)
  - Class was held on November 4, 21011 with 21 attendees.
- Mandatory Sexual Harassment
  - Class was held on October 3, 2011 with 73 attendees and again on October 13, 2011 with 123 attendees.
  - The next class is scheduled for January 19, 2012.

#### **IV. EEO complaints**

- A handout was provided outlining the current County complaints
  - Katty Sandhu is assisting CEO's office with department-level EEO complaints.
- There were no departmental complaints to be discussed
- 3700 current positions, 3550 filled positions. The number of complaints compared to the number of employees is not bad. Spike in claims over the past few years appears to be related to economic downturn.

#### **V. Non-Standing Items**

- 2009-2010 Annual Report Format Changes
  - Just finished 09-10 and are beginning to work on 10-11. Report for 9-10 will be sent out via email. Will be adding components that are required for grant reporting. Will be incorporating that information in this report.
- Annual EEO Report and Federal EEO-4 Compliance
  - Question now is how to collect information from employees. Either employees update in PeopleSoft or departmental HR will need to obtain the information from the employees. We will be using the categories listed in the EEO-4 column of handout as that is how we will be reporting.
- Equal Rights Complaints Report Formats
  - A couple of report formats are provided as examples – CSA's and the one used by CEO's office. Need to make sure that categories are included – i.e. summary of complaint, investigation summary, conclusion. Suggested best to not summarize individual interviews; attach the transcripts. Detail the individual allegations and then direct response to each allegation.

#### **VI. Comments and Updates**

- Two commissioners reappointed last night so a full commission for the next year.
- Commissioners
  - Jeremiah stated that we are fortunate that we have Sup DeMartini here and asked for an update on what the Board is doing. Jim reported that it is hard to provide services with financial impacts to budget. Each agenda is packed with items and there are 26 departments. Jim feels that we have hit bottom and that things won't get worse next year.
- County EEO Officer
  - Labor groups have looked at the Harassment and EEO policies that were being updated and some changes made. The policies are back out to the labor groups for a final review. The CEO's Office will be going to the Board of Supervisors for approval of the policy changes on January 21. Any changes need to be to the CEO's office by December 23. These will be shared at the first mandatory sexual harassment training following approval by the Board.
  - Will be looking at our goals in February to see if these need to be updated.
  - Ed Burroughs had good idea for February meeting. He attended training on bias – concepts and studies about how bias affects perceptions, etc.
  - David Jones will be joining HR to assist in the area of EEO for the CEO's office, coordination of components. Brandi will be moving away from working with EEO issues. Want to make sure we are tracking issues and complaints.
  - Departmental EEO Officers
    - Diversity Week Recap - EEO Award recap – recognized 3 staff and CSA department. Thanks to the Commission for the EEO Award.
    - Pamela talked about the Ugly Sweater contest – no one complained and didn't offend anyone.

- Recap of HSA's and Behavioral Health's combined events
- Next year, there will be an educational component. Government services in other countries/cultures; gain better understanding.

**VII. Adjournment**

- The meeting was adjourned at 4:20.

**Next regular meeting will be on February 15, 2012, County Center III.**

Respectfully Submitted, Barbara Barker