



**EQUAL RIGHTS COMMISSION MEETING**  
**Stanislaus County Learning Institute**  
**917 Oakdale Road, Modesto CA**  
**Wednesday, April 18, 2012 @ 3:30 PM**

**MINUTES**

**ATTENDANCE:**

Commissioner Jeremiah Williams  
Commissioner Carmen Morad

Commissioner Lisa Archibeque  
Commissioner Sofia Schultz

Aging & Veterans - Bipin Surti  
Alliance Worknet - Steve Hopkins  
Assessor - Glafira Villalobos  
Auditor - Jan Ingold  
Behavioral Health – Christi Golden  
Chief Executive Office - Nancy Bronstein  
Chief Executive Office - Cynthia Thomlison  
Chief Executive Office – Kym Vieira  
Chief Executive Office – David Jones  
Child Support Services - Joann Sarhad  
Clerk Recorder - Jeremy Howell  
Community Services Agency – Brandi Welsh

Cooperative Extension - Veronica Torres  
County Counsel - Ed Burroughs  
District Attorney – Ramon Bawanani  
Environmental Resources - Lillie Farriester  
General Services Agency – Donna Riley  
Library – Donna Witt  
Probation - Delilah Vasquez  
Public Works – Julie Serrano  
Sheriff – Charlie Grom, Dan Wirtz  
Strategic Business Technology - Allison Turner  
Treasurer/Tax Collector - Angie Valdez

I. Call meeting to order – Meeting called to order at 3:35 by Nancy Bronstein.

II. Commission Business

- Previous Minutes – Once quorum was reached, Motion (Williams) / Second (Archibeque) / Carried (all) to approve the minutes as presented.
- Correspondence – none

III. EEO Training

**Effective Communications** – Class was held on 3/15/12 with 28 attendees. Next class will be June 2012.

**Preventing Harassment, Discrimination and Retaliation** (non-mandatory training) – Class was held on April 12, 2012 with 23 attendees. Next classes scheduled for April 20 and May 9, 2012.

**Mandatory Sexual Harassment** – Class held March 14, 2012 with 81 attendees. Next class will be held on June 20, 2012.

IV. EEO Complaints

- County Complaints – There were 22 in 2011, many with multiple issues (i.e. harassment and ethnicity). So far in 2012, there have been two – both are departmental complaints. The increase in complaints is due probably in part due to the shrinkage in the size of county departments. As there are fewer staff, everybody

has to pull their own weight and, as an employer, we haven't done a good job about communicating why we are pushing the employees.

- Departmental Complaints – Departments had nothing to report. Marnie is going to work on process to get the departmental complaints into CEO system for tracking purposes and to get copies of responses to the employee, etc.

#### V. Non-Standing Items

- 2009/2010 Annual Report Review – see attached. Please review the attached report to see if something is missing or if there is something that we do but it is not mentioned in the report. A question was asked regarding how close we are to expanding the population classification. The different ethnicities part is ready and, at open enrollment next year for benefits, staff can go in and self-report and then the data would be pulled for new hires. Working on also improving process of dissemination of information electronically to employees.
- Commission and Departmental Equal Rights Officers' Goal discussion
  - The goals have not been reviewed since 2009.
  - Everything except the training for the commissioners was worked on by the departmental EEO officers and commission jointly. It was decided to continue with this approach.
    1. Expand Community Outreach – Raise Public Awareness – Group felt that we should possibly revise this priority.
      - a. Make EEO Statement more prominent on Web
      - b. Review data first to decide how to refine the priority
      - c. Department annual EEO data report
      - d. Subgroup needs to review annual data
    2. Expand Celebration Opportunities – Maybe revise / maybe not expand – Enhance
      - a. Food a plus
      - b. Add Dale Butler Award
      - c. Retain Diversity Week
        - (1) Encourage all departments to participate
        - (2) CSA can be a benchmark department
        - (3) Maybe do quarterly events in departments
        - (4) Have winner mentor a department
        - (5) Needs support at department head level
        - (6) Is it reasonable to do this on County time? Keep it balanced
        - (7) There should be an educational component
    3. Improve communication with both internal and external customers. – Not addressed at this meeting.

Jeremiah's preference is to flush this out at the next meeting and make some decisions as a whole so no subgroups were created to addresses specific areas.

**VI. Comments and Updates**

- Commissioners – No comments
- County EEO Officer – Caltrans audit / review. Detailed questionnaire. Accessibility to clients, etc. CSA, PW, Planning, DER Parks. They will be here next week to do interviews. As long as we are working with them, don't see funding getting pulled. Some areas had really good answers, some show areas where we need improvement.
- Departmental EEO Officers Comments
  - Christy provided Mental Health First Aid training information which included a schedule of training and contact information for registering. States that it is a good training and hopes that departmental human resources staff will attend.

**VII. Adjournment**

Respectfully submitted,

Barbara Barker