



EQUAL RIGHTS COMMISSION MEETING
Stanislaus County Learning Institute
917 Oakdale Road, Modesto CA
Wednesday, June 20, 2012 @ 3:30 PM

MINUTES

ATTENDANCE:

Commissioner Jeremiah Williams
Commissioner Leslie Beggs
Commissioner Dionicio Cruz

Commissioner Pam Cullors
Commissioner Lisa Archibeque
Commissioner Sofia Schultz

Aging & Veterans - Bipin Surti
Assessor - Glafira Villalobos
Auditor - Jan Ingold
Behavioral Health – Pete Duenas
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
County Counsel - Ed Burroughs
District Attorney – Ramon Bawan
Environmental Resources - Lillie Farriester
General Services Agency – Donna Riley
Probation - Delilah Vasquez
Public Works – Julie Serrano, Diane Haugh
Strategic Business Technology - Allison Turner

I. Call meeting to order – Meeting called to order at 3:30 by Nancy Bronstein

II. Commission Business

- Previous Minutes - Motion (Williams), Second (Cruz), Carried to approve the minutes as presented
- Correspondence - None

III. EEO Training

- See attachment

IV. EEO Complaints

- County Complaints – 7 investigated in our office since January 1 and 2 DFEH complaints. One submitted back to EEOC already.
- Departmental Complaints – nothing to report

V. Non-Standing Items

- Dale Butler EEO Award Nominations – Ceremony scheduled for 10/17/12
 - One nomination received so far. Deadline is August 1. Reminders will be sent out between now and August 1. Recognition date could change if recipient or commissioners cannot be there. Good to get the date out there early.
- EEO Roles and Responsibilities – (See handout) – Kym oversees functions of EEO program. Collaborative team approach to program. Encouraged volunteers who may

want to assist in any of the areas. Appreciate any feedback you may have. Email Kym or Nancy.

- Diversity Week – October 1-5, 2012
 - International Festival is October 6th (always the first Saturday of October). CSA is the week prior as they begin planning the prior January.
 - Juneteenth – 42nd year. Historic/commemorative – freeing of slaves in 1865. Modesto has participated for the last 42 years. Third Saturday in June. Originally June 19th – 2.5 years later than emancipation proclamation. GSA celebrates it with a potluck.
- Investigation Tracking – Department complaint reporting process. Nancy and Kym explained new form in packet. CEO needs to track when an investigation occurs in departments. Form will be sent out each month for departments to update. Departments to send follow-up documentation to the CEO's office. Would like departments to provide feedback. It was shared that FMLA complaints have spiked. Disability/discrimination/retaliation issues have spiked. As an organization, want to focus on the big stuff but being bogged down with the small stuff. Any thoughts on reporting? It was decided that automating the documentation on the Intranet would not work due to confidentiality issues.
- Commission and Departmental Equal Rights Officers' Goal discussion – David provided an update on where we are today and the discussion which ensued is outlined below.

The Action Plan items should be specific, actionable, simple, trackable, time-limited and periodically reviewed.

Possible Goals

- I. Standardization of Investigations
 - A. Training for Investigators – December 2012
 - B. Creation of operations manual – December 2012
 - EEO Officers Manual
 - Commissioners Manual
 - II. Enhance community outreach to improve diversity of job applicants
 - III. Enhance Celebration opportunities
 - IV. Improve communication
 - V. Effective partnerships
 - VI. EEO 101 Educational Program
 - A. Commissioners
 - B. EEO Officers
 - VII. Process improvements
- VI. Comments and Updates – No comments or Updates**
- Commissioners
 - County EEO Officer
 - Departmental EEO Officers

Note: The next meeting is scheduled for August 15 at 3:30 p.m. in Conference Room 1 at County Center III. Room 2 has been reserved for the October 17 meeting as Health and Safety Training is scheduled in Room 1, however, this meeting may not occur due to the Dale Butler

Award presentation. The meeting is in Room 1 on December 19 and has been scheduled in Room 1 for 2013.

VII. Adjourned at 5:05 p.m.

Respectfully submitted,

Barbara Barker