



**EQUAL RIGHTS COMMISSION MEETING**  
**Stanislaus County Learning Institute**  
**917 Oakdale Road, Modesto CA**  
**Wednesday, February 20, 2013 @ 3:30 PM**

**MINUTES**

PRESENT: Please see attached sign-in sheet.

- I. Kym called the meeting to order at 3:42 p.m. Welcomed Supervisor DeMartini to the meeting.
- II. Commission Business
  - Previous Minutes (Item taken out of order once a quorum was reached) – Motion (Williams) / Second (Cruz) / Carried (4/0) to approve the minutes of August, 2012 and December, 2012 as presented.
  - Correspondence – No correspondence.
- III. EEO Training
  - Training Update
    - Effective Communications – Class was held on 09/12/12 with 19 attendees. Next class will be held March 11, 2013.
    - Preventing Harassment, Discrimination and Retaliation (non-mandatory training) – Class was held on 11/08/12 with 24 attendees. Next class will be held February 28, 2013.
    - Mandatory Sexual Harassment – Class was held on 12/12/12 with 87 attendees. The next class will be held February 21, 2013 with 107 employees scheduled to attend.
- IV. EEO Complaints
  - County Complaints – Nancy provided verbal update on County complaints. Detailed report provided in meeting packet.
  - Departmental Complaints – Nancy provided verbal update on departmental complaints. Detailed report provided in meeting packet.
  - Brandi asked if staff should look at the document templates that we use especially if a determination is made that it is not a protected class. Nancy stated that it would be helpful to talk with the individual. She will follow up with County Counsel. Suggested that even though not EEO, that some action was taken
  - Marnie will be sending out the logs again and will provide the information to the departments that they previously submitted so that they know their starting point.

## V. Non-Standing Items

- 2013 EEO Commitment Statement – The statement is updated each year. This year, a few minor things have been changed. It is good to provide the statement to employees who are presenting an issue and also to those with allegations against them. Will be posted on the website.
- EEO Department Contacts Updated – If any changes, please advise Kym so that the list can be updated.
- 2013 EEO Goals Review – table groups to talk about the goals for 2013.
  - Enhance Celebration Opportunities – 1) Better participation for diversity week. Need to have a commitment from all departments to participate with someone assigned to oversee and strongly encourage participation within each department. Create a group with a representative from all departments. Have CEO Monica Nino send out a memo to strongly encourage department head support. 2) Press release or a feature article by Bee. 3) Sharing more of what each department does such as specialized training, newsletter, etc. Departments share activities and then EEO officers share out within their department. Forward information from departments that are doing activities.
  - Improve Community Outreach – For recruitments, send out paper flyers to the different groups in community. Suggested that the County go back to making community presentations to talk about all public sector jobs to Hispanic Chamber, etc. The County needs to evaluate its underutilized areas and then share with departments for recruitment efforts. Various organizations were suggested, i.e. NAACP, El Concilio. Targeted outreach was suggested that would show career opportunities available in different areas, i.e. the Account Clerk series leads to the Accounting Technician which leads to the Accountant series. We got census data and Katty is working on putting the information together.
  - Improve County Commitment to Equal Rights – Manual for EEO officers and commissioners. Could this be a DVD type training – not a week's worth of reading. Need action plan – form a committee of those interested. There are some resources already that need to be finished.
  - If people want to work in a given area, contact Barbara.
  - Kym will update the priority chart and distribute with opportunities for people to indicate interest.
- Dale Butler Award Presentation in lieu of regular EEO Meeting scheduled for October 16, 2013
- 25<sup>th</sup> Anniversary of Dale Butler Equal Rights Award and 2013 Diversity Week Celebration and Planning – October 4. October 4<sup>th</sup> is also Octoberfest but Jeremiah will make it work. Suggested to get all prior recipients to attend – Need to send out a save-the-date notice.

## VI. Comments and Updates

- Commissioners – Jeremiah wants to hear what took place at the investigative training. Good training. Learned a lot, wealth of information, provided samples that can be incorporated by the departments.
- County EEO Officer – No Comments or Update
- Departmental EEO Officers – No Comments or Update

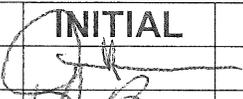
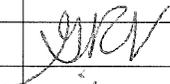
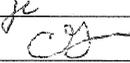
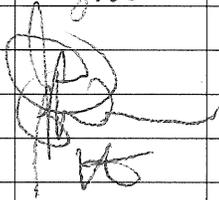
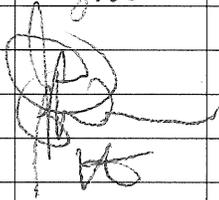
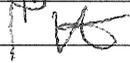
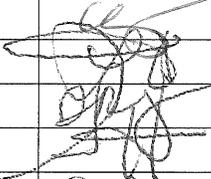
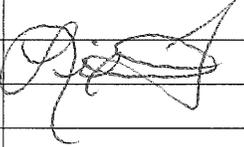
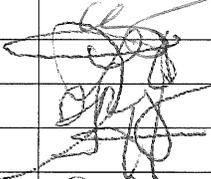
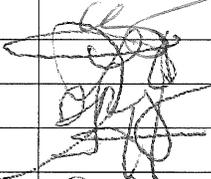
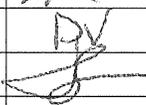
## VII. Adjourned at 4:37

Respectfully submitted,

Barbara Barker

# Equal Rights Commission Sign in Sheet

February 20, 2013 @ 3:30 p.m. -- Room #1

NAME	REPRESENTING	INITIAL	REPLACEMENT
Jeremiah Williams	Commissioner		
Leslie Beggs	Commissioner		
Carmen Morad	Commissioner		
Dionicio D. Cruz	Commissioner	DDC	
Pam Cullors	Commissioner		
Sofia Schultz	Commissioner		
Milton O'Haire	Ag Commissioner		
Bipin Surti	Aging & Veterans		
Steve Hopkins	Alliance Worknet		
Mavis Williamson	Animal Services		
Glafira Villalobos	Assessor		
Janice Ingold	Auditor	ji	
Christi Golden	Behavioral Health		
Nancy Bronstein	Chief Executive Office – HR		
Kym Vieira	Chief Executive Office – HR		
Peggy Huntsinger	Chief Executive Office – Risk Mgmt		
JoAnn Sarhad	Child Support Services		
Stephanie Loomis	Children and Families Commission		
Jeremy Howell	Clerk Recorder		
Brandi Welsh	Community Services Agency		
Veronica Torres	Cooperative Extension		
Edward Burroughs	County Counsel		
Cari Griffin	District Attorney		
Merry Rorabaugh	Environmental Resources		
Donna Riley	General Services Agency		
Sue Herzog	Health Services Agency		
Donna Witt	Library		
Marianne Rucker	Planning		
Delilah Vasquez	Probation		
Julie Serrano	Public Works		
Jennifer Valencia	Sheriff		
Scott Nickerson	Stanislaus Regional 9-1-1		
Dawn Lea	StanCERA		
Allison Turner	Strategic Business Tech		
Angie Valdez	Treasurer	AV	
