



**EQUAL RIGHTS COMMISSION MEETING**  
**Stanislaus County Learning Institute**  
**917 Oakdale Road, Modesto CA**  
**Wednesday, February 17, 2016 @ 3:30 PM**

**MINUTES**

PRESENT: Please see attached sign-in sheet.

I. Meeting called to order by Mari at 3:30 p.m.

II. Commission Business

- Previous Minutes – Minutes from August, December and February will be presented at the April meeting for approval as there was no quorum.
- New commission member Yvette McShan introduced herself to the gathering and provided some background information.
- Mari introduced Georgia Cochran and explained her role in the CEO's office as the Interim Human Resources Director.
- Correspondence – No correspondence was received.

III. EEO Training

- Training Update – Ryan introduced himself and spoke to the lull in training. Is currently refining the Supervisor Training Academy and he and Brandi have just revamped the Mandatory Sexual Harassment Training.
  - Effective Communications – There have been no classes held since the last Equal Rights Commission meeting in December. The next class will be held March 23, 2016.
  - Preventing Sexual Harassment (non-mandatory training) – There have been no classes held since the last Equal Rights Commission meeting in December. The next class will be February 24, 2016.
  - Mandatory Sexual Harassment – Class was held on January 14, 2016 with 104 attendees. The next class will be March 22, 2016.
  - Ethics – There have been no classes held since the last Equal Rights Commission meeting in December. The next class will be March 9, 2016.
  - Disability Management Training – Class was held on February 16, 2016 though attendance information is not available yet.

IV. EEO Complaints

- County Complaints – Mari provided verbal update on County complaints. Detailed report provided in meeting packet.

- Departmental Complaints – Mari provided verbal update on departmental complaints. Detailed report provided in meeting packet.
- V. Community Outreach – How have we reached out to the community recently? There is a document in the handouts with the agencies we have on the current list and several agencies that were pulled from an older list. Each departmental EEO representative has been assigned an agency to research their contact information for recruitment purposes and report that back to Mari so that we can create a more inclusive list.
- VI. Non-Standing Items
- EEO Commission Member list
  - Orientation – Barbara to arrange an orientation for those who are new to the commission. Those indicating they would like to participate are new commission member Yvette McShan, Rosalia Juarez from the Assessor's Office, Veronica Hernandez at the Sheriff's Department and Mari Adwar in the Chief Executive Office. Brandi indicated that she could assist with the orientation.
  - EEO Report and Plan Update – Mari went over the statistics provided in the report. This will be a three year report.
- VII. Comments and Updates
- Commissioners – No comment or update
  - County EEO Officer
    - The Equal Employment Opportunity Non-Discrimination Statement for 2016 is included in your packet.
    - The Stanford Center on Poverty and Inequality Pathways Magazine was brought up last meeting and Ryan provided information on connecting to learn more about poverty and inequality research, and how to subscribe to Pathways or view the literature on line.
    - Chair and Vice Chair will be appointed at the next meeting in April if there is a quorum. Georgia encouraged commission members to reach out to other members to encourage their attendance.
  - Departmental EEO Officers – There were questions asked about the EEO Report and Plan update. If there are areas that are under-represented, the Department works with CEO HR management consultant so that outreach and advertising are geared toward those underutilized areas. Addressed during that conversation is where applicants fall out of the process. Is it education, experience? Addressing the issues adds pre-planning steps in the recruitment process. Georgia commented that in the skilled trades, everyone is underrepresented and this is systemic statewide. Could need to create intern and apprenticeship programs in order to meet those needs and/or stair step class to help folks get there. The current data does not show if we are pulling from outside our own local workforce. The Communities data will be updated with 2015 statistics (every five years) versus the census which is every ten years.
- VIII. Adjourned at 4:07 p.m.

Respectfully submitted,

Barbara Barker