



EQUAL RIGHTS COMMISSION MEETING
Stanislaus County Learning Institute
917 Oakdale Road, Modesto CA
Wednesday, April 19, 2017 @ 3:30 PM

MINUTES

PRESENT: Please see attached sign-in sheet.

- I. Meeting called to order by Brandi Hopkins at 3:35 p.m. prior to quorum. Round table introductions. Barbara to send out new HR org chart.
- II. Commission Business
 - Previous Minutes – No quorum of members was achieved at the meeting so the minutes for February 15, 2017 will be held over to June 21, 2017.
 - Correspondence – No correspondence.
- III. EEO Training
 - Training Update – Ryan – Shaw Law Group will be providing EEO Investigations training. Barbara will send info to Commissioners and department reps.
 - Mandatory Sexual Harassment – AB 1825 – is now being offered in a new online version. Approximately sixty have gone through the new on-line process. The last on-site class was held February 10, 2017 with 80 attendees. This training is offered twice a year. We will be introducing a new blocked version of the Supervisory Training Academy in late spring. Several of the classes that are tracked for the Commission are offered through the Academy.
- IV. EEO Complaints
 - County and Department Complaints – Brandi provided verbal update on County and department complaints. Detailed report provided in meeting packet. Question was asked whether or not when a complaint comes in to the Chief Executive Office, does it automatically get assigned to the department? If the department has a seasoned investigator, the complaint would be assigned to the department to investigate. If it involves the EEO officer in the department or the department's senior executives, then it would most likely be routed to the CEO's Office to be assigned an investigator. Barbara is to provide information to Commission members and departmental EEO officers regarding the number of "open" investigations currently.
 - Department Investigator Protocol – Brandi reviewed the documents provided in the packet. CEO staff are taking on new functions and departments are to notify Norma Rodriguez about EEO complaints in their department. Receiving notice of a complaint allows the Chief Executive Office to track trends, etc. Verbal notification can be made to the subject regarding that there is an investigation going on, does not have to be in writing. JoAnn asked how much info should be shared with the subject during the fact finding interview. Brandi indicated it is best to start with open ended question and get more specific if needed, funnel down. May need to provide a lot of details. County-wide not all departments have formulated a good process for getting back with the complainant regarding outcomes and we need to solidify final steps. Witnesses need to be informed if the issues have been resolved, etc. as well so looking at establishing more formal processes. Need to work through what occurred after the fact with department head / assistant department head

etc. and how to correct. If an EEO appeal goes to the Appeal Board and it is upheld that there was discrimination etc., the County could be sued.

IV. Community outreach –

- Careers in Government – Tamara reported that we are actively recruiting for the Chief Executive Officer position and have contracted with Careers in Government for heightened level of media attention, strategic targeting of existing CEOs and Assistant CEOs. Barbara will send out link to the CEO recruitment website – stance.org. Tamara will shortly be reaching out and making connections with individuals head hunter style. The recruitment closes in two weeks and hopefully the Board of Supervisors will be able to make a job offer in the first couple of weeks of June.
- Job Fairs Report out – CSA - Veterans, MJC, CSU Stanislaus. Bernie went to all three and reported that it worked well. Library went to City Schools expo.

VI. Non-Standing Items

- EEO Ethnicity Selection – Mari provided a handout relative to the ethnicity selection. Need to add to text that even if there is no change to the category, the employee needs to hit “save” before exiting so that the system registers that the information was updated. EEOC requires selection so staff will have to select if employee does not self-select.
- Equal Rights Commission Orientation – Two hour orientation will be offered in mid-May. Barbara and Brandi working on date. Will be inviting all new EEO department representatives. Let Barbara know if you are interested in attending.
- Equal Rights Award Criteria – This item requires a quorum and will be held over to June meeting.
- 2017 Equal Rights Award – This item requires a quorum and will be held over to June meeting.
- 2017 Diversity Week Planning – Representatives got into regional table groups to discuss / collaborate regarding plans for diversity week. October 7 is International Festival so Diversity Week should be the week prior. That will be an agenda item at the June meeting as well.

VI. Comments and Updates

- Commissioners – No report out. Supervisor DeMartini commented that the meetings are always well run and provide a lot of good information. He feels that this is important commission, good policies. He tries to attend all of the meetings and has, in fact, rearranged meetings in order to attend.
- County EEO Officer – Tamara appreciates what everyone is doing at the department level and values your part in getting message out. Appreciates the time and energy expended by everyone. CEO’s Office wants to offer support and training.
- Departmental EEO Officers – Nothing to report.

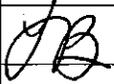
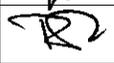
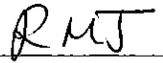
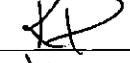
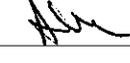
VII. Adjourned at 4:47 p.m.

Respectfully submitted,

Barbara Barker

Equal Rights Commission Sign in Sheet

April 19, 2017 @ 3:30 p.m. -- Room #1

NAME	REPRESENTING	INITIAL	REPLACEMENT
Leslie Beggs	Commissioner		
Judith Martinez	Commissioner		
Yvette McShan	Commissioner		
Leng Power	Commissioner		
Jon Rodriguez	Commissioner		
Sofia Schultz	Commissioner		
Jeremiah Williams	Commissioner		
Daniel Bernaciak	Ag Commissioner		
Stephanie Navarette	Aging & Veterans		
Adolph Lopez ^{for}	Alliance Worknet		
Martha Ruano	Animal Services		
Rosalia Juarez	Assessor		
Carol Locke	Auditor		
Veronica Ortiz-Valle	Behavioral Health		
Ryan Leupp	Chief Executive Office – HR		
Mari Tamimi	Chief Executive Office – HR		
Tamara Thomas	Chief Executive Office – HR		
Derek Davis	Chief Executive Office – Risk Mgmt		
JoAnn Sarhad	Child Support Services		
Stephanie Loomis	Children and Families Commission		
Jeremy Howell	Clerk Recorder		
Delilah Vasquez	Community Services Agency		
Kim Delucchi	Cooperative Extension		
Alice Mimms	County Counsel		
Sara Haub	District Attorney		
Lillie Farriester	Environmental Resources/Parks		

