



COUNTY OF SANTA CRUZ

PERSONNEL DEPARTMENT EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

AJITA PATEL, PERSONNEL DIRECTOR
701 OCEAN STREET, SUITE 510, SANTA CRUZ, CA 95060-4073
(831) 454-2600 FAX: (831) 454-2411 TTY/TDD: 711

EEO COMMISSION MEETING MINUTES

January 15, 2020, 5:30 p.m.

- Location:** Board of Supervisors Chambers, 701 Ocean Street, 5th Floor, Santa Cruz, CA 95060
- Present:** Claudia Llamas-Padilla (1st District), Patrick Garcia (1st District), Patrice Edwards (2nd District), Jeff Ursino (2nd District), Carol Turley (Chair, 4th District), Isabel Alvarado Dees (Vice Chair, 4th District)
- Excused:** Paula Samarron (3rd District)
- Absent:** Carlos Landaverry (3rd District), Darryl Davies (5th District)
- Staff Present:** Mitsuno Baurmeister (*EEO Officer*), Claire Schwartz (*Employee Relations Program Manager*)
- Public:** None
-

- I. Roll Call** - Meeting call to order at 5:33 PM
- II. Agenda Review**
- III. Public comment** - None
- IV. Business/Action Items**
 - A. Approve October 16, 2019 minutes**
Motion/Second: Ursino/Dees
Motion passed unanimously.
 - B. Review Commissioner Appointments and Vacancies**
Introduced First District Commissioner Patrick Garcia. Still one vacancy in the Fifth District.
 - C. Review 2019 Commission Attendance Report due to BOS January 31, 2020**
No changes.
- V. Reports**
 - A. Staff Report**
 - a. Review of County Workforce Statistics as of December 31, 2019:
59% women (12% overutilization)
48% minorities (13% overutilization)
Current workforce: 2,259
Same time previous year, 2,217

- b. Administrative Review
 - i. Underutilization of Women:
 - 1. Agricultural Commissioner (-24%)
 - 2. General Services (-12%)
 - 3. Information Services (-16%)
 - 4. Public Works (-21%)
 - 5. Sheriff's Office (-11%)
 - ii. Underutilization of Minorities
 - 1. Planning (-16%)
 - 2. *Removed*: Parks (-10%)
- c. Recruitments
Distributed January 13, 2020 Career Opportunities mailer; discussed EEO outreach opportunities
- d. EEO Complaints and ADA Reasonable Accommodation Requests
Provided overview of the volume and types of EEO complaints and ADA reasonable accommodation requests since the last meeting.
- e. EEO and Cultural Competence Plan
Provided update that EEO/CC Plan is being updated with current data (12/31/19) and EEO Officer will update and share with department heads and EEO Commissioners for final review. Finalized EEO/CC Plan to be presented to the Board of Supervisors as soon as possible in 2020.
- f. Next meeting scheduled for 5:30 p.m. Wednesday, April 15, 2020, County Board Chambers.

B. Chair and Commissioners Reports

Chair Turley thanked the Commissioners who were in attendance and welcomed new commissioners. No other Commissioner reports.

VI. Announcements

County Career Fair scheduled for May 20, 2020 at a location to be determined.

VII. Adjournment

Meeting adjourned at 6:26 p.m.

Submitted by Mitsuno Baurmeister, *EEO Officer*