



COUNTY OF SANTA CRUZ

PERSONNEL DEPARTMENT EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

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EEO COMMISSION MEETING MINUTES

October 20, 2021, 5:30 p.m.

Location: Remote Meeting

Present: Patrick Garcia (Vice Chair, 1st District), Paula Ann Samarron (3rd District), Carlos Landaverri (3rd District), Carol Turley (Chair, 4th District), Isabel Alvarado Dees (4th District), Nancy Gordon (5th District), Dawn Harker (5th District)

Excused: Jeff Ursino (2nd District), Deena Pais (1st District), Patrice Edwards (2nd District)

Unexcused Absence: None

Staff Present: Mitsuno Baurmeister (*EEO Officer*), Claire Schwartz (*Employee Relations Program Manager*), Kaite McGrew (*Commissions Manager*)

Public: None

I. Roll Call – Quorum present. Meeting called to order at 5:32 p.m. by Chair Turley.

II. Agenda Review – No changes

III. Public comment - None

IV. Business/Action Items

A. Approve April 21, 2021 Minutes

Motion/Second: Gordon/Garcia

Aye: Garcia, Landaverri, Turley, Gordon

Nay: None

Abstain: Samarron, Alvarado Dees, Harker

Motion passed.

B. EEO/CC Plan Update

Baurmeister advised the Commission that publication of the EEO/CC Plan has been postponed pending a decision on whether to revise with EEO workforce statistics updated to include 2020 Census data and 2018 ACS data. The Commission expressed a preference to include the most current data possible provided it did not delay publication for more than 4-6 months. Staff will provide an update during the January meeting. Baurmeister will update the Commission at the January 2022 meeting on status.

C. Diversity, Equity, and Inclusion Survey Update

Baurmeister reported that the survey, upon concurrence from the CAO's office, will be issued to all employees.

D. Next Meeting Location (Assembly Bill 361)

McGrew updated the Commission on the provisions of Assembly Bill 361 which allows Brown Act advisory bodies to continue meeting remotely during a state of emergency as long as they approve a statement of findings every 30 days authorizing them to do so.

Approve Statement of Findings Authorizing the Commission to Meet Remotely.

Motion/Second: Landaverry/Samarron

Motion passed unanimously.

V. Reports

A. Staff Report

a. Baurmeister reported on the County Workforce Statistics as of March 31, 2021:

59% women (12% overutilization)

50% people of color (15% overutilization)

Current workforce: 2,281; Same time previous year, 2,251

b. Administrative Review

i. Underutilization of Women:

(Agricultural Commissioner removed from Admin Review with -7.6% underutilization of women)

1. General Services (-14.6%)

2. Information Services (-15.6%)

3. Parks and Recreation (-11.6%)

4. Public Works (-20.6%)

5. Sheriff's Office (-10.6%)

ii. Underutilization of People of Color

1. Planning (-15%)

c. Current and Pending Recruitment:

Commission reviewed current open positions.

d. EEO and Cultural Competence Plan

Obtaining new 2020 Census data and 2014-2018 ACS data to update report prior to issuing.

e. EEO Complaints and Reasonable Accommodation Requests

Commission received an overview of EEO complaints and reasonable accommodation requests during the prior quarter, and updates on the August 24, 2021 Board action requiring all employees to vaccinated or tested weekly for COVID-19, and vaccination exemption requests for religious or medical reasons.

f. EEO Compliance Training

The County is current on all mandated supervisory training, and auditing for compliance with mandated non-supervisory training.

g. Equity & Data Group Update

The Equity & Data Group is developing an action plan for assisting departments in focusing on embedding principles of equity in systems and policy.

VI. Chair and Commissioners Reports: None

VII. Announcements: None

VIII. Adjournment

Meeting adjourned at 6:25 p.m.

Submitted by Mitsuno Baurmeister, EEO Officer