



# COUNTY OF SANTA CRUZ

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## PERSONNEL DEPARTMENT EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

AJITA PATEL, PERSONNEL DIRECTOR  
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### EEO COMMISSION MEETING MINUTES

January 19, 2022, 5:30 p.m.

**Location:** Remote Meeting  
**Present:** Patrick Garcia (Vice Chair, 1<sup>st</sup> District), Deena Pais (1<sup>st</sup> District), Patrice Edwards (2<sup>nd</sup> District), Jeff Ursino (2<sup>nd</sup> District), Carlos Landaverry (3<sup>rd</sup> District), Carol Turley (Chair, 4<sup>th</sup> District), Isabel Alvarado Dees (4<sup>th</sup> District), Nancy Gordon (5<sup>th</sup> District), Dawn Harker (5<sup>th</sup> District)  
**Excused:** Paula Ann Samarron (3<sup>rd</sup> District)  
**Unexcused Absence:** None  
**Staff Present:** Mitsuno Baurmeister (*EEO Officer*), Kaite McGrew (*Commissions Manager*)  
**Public:** None

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**I. Roll Call** – Quorum present. Meeting called to order at 5:30 p.m. by Chair Turley.

**II. Agenda Review**

**III. Public comment** - None

**IV. Business/Action Items**

**A. Approve October 20, 2021 Minutes**

Motion/Second: Gordon/Harker

**Motion passed unanimously.**

**B. EEO/CC Plan Update**

Baurmeister advised the Commission that publication of the EEO/CC Plan is on track to be published by April 2022 with the update of 2018 American Community Survey (ACS) data.

**C. Diversity, Equity, and Inclusion Survey Update**

Baurmeister reported that the survey received concurrence from the CAO's office and will be issued to all employees by mid-February.

**D. Next Meeting Location (Assembly Bill 361)**

Commission considered whether to adopt a statement of findings authorizing them to hold their meeting remotely under the provisions of Assembly Bill 36.

**Motion to approve statement of findings authorizing the Commission to hold their next meeting remotely if allowable under the provisions of AB 361.**

Motion/Second: Landaverry/Pais

**Motion passed unanimously.**

E. 2021 Attendance Report

Baurmeister shared the 2021 Commission Attendance Report that will be submitted to the Board this month as an informational item.

**V. Reports**

A. Staff Report

a. Baurmeister reported on the County Workforce Statistics as of December 31, 2021:  
59% women (12% overutilization)  
50% people of color (16% overutilization)  
Current workforce: 2,244; Same time previous year, 2,231

b. Administrative Review

i. Underutilization of Women:

1. General Services -16.6% (last quarter -14.6%)
2. Information Services -20.6% (last quarter -15.6%)
3. Parks and Recreation -15.6% (last quarter -11.6%)
4. Public Works -21.6% (last quarter -20.6%)
5. Sheriff's Office -11.6% (last quarter -10.6%)

ii. Underutilization of People of Color

1. Planning -15% (last quarter -15%)

c. Equity & Data Group Update

The Equity & Data Group is developing a second round of training for assisting departments in focusing on embedding principles of equity in systems and policy.

d. Latino Affairs Commission – Spanish Language Translation

Baurmeister shared that the Board of Supervisors approved a recent resolution directing Personnel and the CAO's office to implement Spanish translation services for Latino Affairs Commission meetings by January 2022. Translation was implemented in December 2021.

e. Current and Pending Recruitment:

Commission reviewed current open positions.

f. 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.

**VI. Chair and Commissioners Reports: None**

**VII. Announcements: None**

**VIII. Adjournment**

Meeting adjourned at 6:03 p.m.

Submitted by Mitsuno Baurmeister, EEO Officer