



COUNTY OF SANTA CRUZ

PERSONNEL DEPARTMENT EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

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EEO COMMISSION MEETING MINUTES

October 21, 2020, 5:30 p.m.

<u>Location:</u>	Remote Meeting
<u>Present:</u>	Patrick Garcia (1 st District), Patrice Edwards (2 nd District), Jeff Ursino (2 nd District), Paula Samarron (3 rd District), Carlos Landaverry (3 rd District), Carol Turley (Chair, 4 th District), Isabel Alvarado Dees (Vice Chair, 4 th District), Dawn Harker (5 th District)
<u>Excused:</u>	Claudia Llamas-Padilla (1 st District)
<u>Unexcused Absence:</u>	None
<u>Staff Present:</u>	Mitsuno Baurmeister (<i>EEO Officer</i>), Claire Schwartz (<i>Employee Relations Program Manager</i>)
<u>Public:</u>	None

- I. Roll Call** - Meeting called to order at 5:30 PM
- II. Agenda Review**
- III. Public comment** - None
- IV. Business/Action Items**
 - A. Approve July 15, 2020 Minutes**
Motion/Second: Samarron/Landaverry
Motion passed unanimously.
 - B.** Commission reviewed and discussed the Board of Supervisors Resolution Declaring Racism as a Public Health Crisis.
 - C.** Commission reviewed September 25, 2020 letter to the Board of Supervisors recognizing County Health Officer Dr. Gail Newel's outstanding actions for the safety of the County in response to COVID-19.
- V. Reports**
 - A. Staff Report**
 - a. Baurmeister reported on the County Workforce Statistics as of September 30, 2020:
59% women (12% overutilization)
48% minorities (13% overutilization)

Current workforce: 2,251
Same time previous year, 2,298

- b. Administrative Review
 - i. Underutilization of Women:
 - 1. Agricultural Commissioner (-21.6%)
 - 2. General Services (-7.6%) – Removed from Administrative Review effective October 1, 2020
 - 3. Information Services (-15.6%)
 - 4. Public Works (-21.6%)
 - 5. Sheriff's Office (-10.6%)
 - ii. Underutilization of Minorities
 - 1. Planning (-15%)
- c. Current and Pending Recruitment:
Commission reviewed current open positions.
- d. EEO and Cultural Competence Plan
A draft of the EEO/CC Plan will be distributed to Departments and EEO Commissions for final review pending the addition of year-end data.
- e. EEO Complaints and Reasonable Accommodation Requests
Commission received an overview of EEO complaints and reasonable accommodation requests during Q3.
- f. EEO Compliance Training
The County is current on all mandated training. Commission discussed the September 22, 2020 *Executive Order on Combating Race and Sex Stereotyping* signed by President Trump which bans diversity training for federal government employees and federal contractors. Commission will continue to monitor the situation.
- g. Updates from Other County EEO Commissions
Commission received updates on activities from the Latino Affairs Commission, Seniors Commission, Commission on Disabilities, and Women's Commission.
- h. COVID-19 Impact Update
County layoffs were effectuated as of October 2, 2020. Most impacted employees were placed in other County jobs, while a few opted for an early retirement incentive, and a few others found outside employment.

B. Chair and Commissioners Reports: None

VI. Announcements

Chair Turley announced a vacancy in the 5th District and encouraged Commissioners to conduct recruitment outreach to potential candidates to apply.

VII. Adjournment - Meeting adjourned at 6:40 p.m.

Submitted by Mitsuno Baurmeister, EEO Officer