



Agenda

ADVISORY COUNCIL ON EQUAL EMPLOYMENT OPPORTUNITY

February 26, 2021
9:30 a.m. – 11:30 a.m.
(Virtual Web Meeting)

The Public may observe and participate in the Virtual ZOOM Meeting by calling in using this Phone Number and Meeting Id:

Below is the link to the meeting for visual/audio:

JOIN ZOOM MEETING

Join from PC, Mac, Linux, iOS or Android: https://ccccounty-us.zoom.us/j/98973785614?pwd=UjU2bE9WYU5vUXJzSWpXeHFadURPd_z09

Password: 963748

Or Telephone:

Dial:

USA 214 765 0478

USA 8882780254 (US Toll Free)

Conference code: 684505

The objective of the ACEEO is to help build an inclusive workforce in an environment that fosters dignity and respect for the individual.

Tracey Walker, Chair
Angela Malala, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

1. Introduction / Roll Call	9:30 a.m.
2. Public Comment (3 minute commentary limit)	9:35 a.m.
3. Review and Approve the January 22, 2021 Minutes	9:40 a.m.
4. Board of Supervisors Approvals for the ACEEO	9:45 a.m.
5. Receive/Discuss the 1991 Board Order Establishing the Advisory Council on Equal Employment Opportunity	9:50 a.m.
6. Discuss the ACEEO Strategic Plans for 2021	10:05 a.m.
7. Break	10:45 a.m.
8. Discuss HR Recommended Changes	10:50 a.m.
9. Discuss Speaker Recommendations for 2021	10:55 a.m.

Advisory Council on Equal Employment Opportunity

10. Roundtable Discussion/Public Comment	11:20 a.m.
11. Adjourn	11:30 a.m.
The ACEEO will provide reasonable accommodations for persons with disabilities planning to attend. Contact the staff person listed below at least 72 hours before the meeting	
Any disclosable public records related to an open session item on a regular meeting agenda distributed by the County to a majority of members of the ACEEO less than 96 hours prior to that meeting are available for public inspection at 2530 Arnold Drive, #140 during normal business hours.	
Public comment may be submitted via electronic mail on agenda items at least one full workday prior to the published meeting time.	
For Additional Information Contact: Antoine J. Wilson Equal Employment Opportunity Officer Phone (925) 335-1455, Fax (925) 500-0086 antoine.wilson@riskm.cccounty.us	

ACEEO Member Visions/Goals for 2021

Tracey Walker

1. Getting every vacant seat filled on the Council. Create outreach strategy to accomplish this.
2. Review the 43536 Final 2020- 2021 report (discuss outreach strategies to accomplish goals the reports suggest)
3. Invite the Chair of the Merit Board to present- (explain their process)
4. Invite the Small Business Enterprise Liason to present (explain their process)
5. Review the list of Equal Employment Officer by Department (housekeeping I reviewed and seen a name that had retired)
6. Invite a representative of the Health Service (Declaring Racism as a Public Health Crisis) to discuss their plans to improve the quality of life to residents of Contra Costa County
7. Invite a Representative from the committee of the Contra Costa Office of Racial Equity and Social Justice

Marilynn Schuyler

1. Provide guidance to the county on the new diversity office
2. Recommend adding an accommodation request link on the HR webpage and the job announcement webpage

George Carter

1. Developing a plan to prepare for upcoming Council members terms ending Nov. 30th
2. Obtain feedback from new CAO on ideas/vision/opportunities to support EEOC (if appropriate)

Kelli Collins (I think these are big asks but needed conversations)

1. I think we should solicit info from county employees in some manner, whether it is asking for different people to speak about their experience being hired and promoted or those who applied for a promotions but didn't receive them and then potentially give recommendations to the process to make it more equitable. I also think we should find ways to work with the newly created office for equality and provide integration suggestions that deal with employment in the county.

AB (Allwyn Brown)

1. We should discuss and think about ways the purpose of ACEEO could align with the BOS's expanded policy view on equity and inclusion. The County's current EEO policy is framed around employment discrimination laws, which are limited and by nature passive, focused on addressing harms resulting from what has happened. Through recent actions, BOS is now signaling that more active, expansive approaches are needed to create and to protect fairness. In establishing the Office of

Advisory Council on Equal Employment Opportunity

Racial Equity and Social Justice, the agenda report acknowledges "a sense of urgency for change so that we cultivate and sustain a County ecosystem rooted in belonging, mutuality, equity, and justice." There is overlap, but how can we merge these concepts with ACEEO goals?

2. The BOS authorized a Community Planning Process for the creation of the new Office of Racial Equity and Social Justice. The ACEEO could benefit if the Chair assigned one member to the Community Planning subcommittee, who would then report back to the group. It may help with designing ACEEO strategies and priorities.

TO: BOARD OF SUPERVISORS
FROM: INTERNAL OPERATIONS COMMITTEE
DATE: June 24, 1991
SUBJECT: STATUS REPORT ON AFFIRMATIVE ACTION PLAN AND ACCOMPLISHMENTS



Contra
Costa
County

SPECIFIC REQUEST(S) OR RECOMMENDATION(S) & BACKGROUND AND JUSTIFICATION

RECOMMENDATIONS:

1. Adopt the attached Draft Affirmative Action Plan as the Affirmative Action Plan for Contra Costa County government.
2. Agree to create a nine-member Advisory Council on Equal Employment Opportunity to serve as an advisory committee to the Board of Supervisors regarding the implementation of the County's Affirmative Action Plan. The Council will review the Affirmative Action Program and recommend actions to facilitate attainment of the County's goal for affirmative action. Four members shall represent women, minorities and other protected groups; one member shall represent the disabled; two members shall represent employee organizations; and two members shall represent County management. Terms shall be for three years, effective November 1, 1991. Of the initial appointees, terms shall be staggered so that three expire October 31, 1992, three expire October 31, 1993 and three expire October 31, 1994. Thereafter, all terms shall be for three years. No individual may serve more than a total of six years, excluding any one or two year terms the individual may have served when the advisory council was first formed.
3. Request the Affirmative Action Officer to contact groups which would be representative of women, minorities, the

CONTINUED ON ATTACHMENT: Yes YES

SIGNATURE:

RECOMMENDATION OF COUNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
APPROVE OTHER

SIGNATURE(S): ROBERT I. SCHRODER

Sunne Wright McPeak
SUNNE WRIGHT McPEAK

ACTION OF BOARD ON July 9, 1991

APPROVED AS RECOMMENDED X OTHER

VOTE OF SUPERVISORS

X UNANIMOUS (ABSENT _____)

AYES: _____ NOES: _____
ABSENT: _____ ABSTAIN: _____

I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT COPY OF AN ACTION TAKEN AND ENTERED ON THE MINUTES OF THE BOARD OF SUPERVISORS ON THE DATE SHOWN.

ATTESTED July 9, 1991
PHIL BATCHELOR, CLERK OF THE BOARD OF SUPERVISORS AND COUNTY ADMINISTRATOR

CC: Please see Page 3.

BY Jelene Edwards, DEPUTY

disabled and other protected groups, indicating that these seats are available and inviting applications for these seats. All applications should be forwarded to the Internal Operations Committee in time for our Committee's October 14, 1991 meeting.

4. Request the Director of Personnel to contact all recognized employee organizations as well as the Central Labor Council, indicating that the two seats for employee organizations are available and inviting applications. All applications should be forwarded to the Internal Operations Committee in time for our Committee's October 14, 1991 meeting.
5. Request the County Administrator to recommend two management employees to the Internal Operations Committee in time for our Committee's October 14, 1991 meeting.
6. Request the County Administrator and County Counsel to explore the implications of establishing as a goal for the County's Affirmative Action Program that employment would be at parity with the racial and ethnic distribution of the general population of working age in Contra Costa County, as reflected in the 1990 census figures.
7. Direct all Department Heads in the County to provide the County Administrator with an implementation plan for how the County's Affirmative Action goals will be implemented in each department and direct the County Administrator to return to our Committee on October 14, 1991 with a summary of those plans.
8. Request the Affirmative Action Officer to update the detailed salary charts on an annual basis and forward them to the Board of Supervisors.
9. Request the Affirmative Action Officer to return to our Committee on December 9, 1991 with her next semi-annual report on the progress which has been made in hiring women and minorities at various levels in County government. This report should cover the period January 1, 1991 through June 30, 1991. The format and content of the most recent semi-annual report would be most acceptable for this report.

BACKGROUND:

For the past several years, our Committee has been overseeing the progress County government has been making in the Affirmative Action and MBE/WBE areas. We last reported to the Board on this subject December 18, 1990 at which time the Board directed that a number of activities be undertaken, including the redrafting of an Affirmative Action Plan for the County.

On June 24, 1991 our Committee met with the County Administrator, Affirmative Action Officer, County Counsel's Office, representatives of several County Departments and a number of representatives of minority organizations and other concerned citizens.

Our Committee received and reviewed with staff the report from the Personnel Department on the progress which has been made in the County's Outreach and Recruitment Program, which has been most successful in recruiting additional women and minority candidates for County positions. We have not attached this report to our report since it has previously been forwarded to the members of the Board of Supervisors.

Our Committee also received and reviewed with the Affirmative Action Officer the attached report on the progress which has been made in the past six months in hiring and promoting women and minorities. The Affirmative Action Officer also reported to our Committee on each of the referrals which was approved by the

Board of Supervisors on December 18, 1990. Finally, the Affirmative Action Officer provided our Committee with a copy of the attached draft Affirmative Action Plan which has been discussed with numerous organizations in the community.

Our Committee heard testimony from the following individuals:

Henry Lane of the County Democratic Central Committee and Ralph Hernandez of the Latino Peace Officers' Association
Jose Lopez of the Hispanic Coalition for Affirmative Action
Phil Bertenthal of the Contra Costa Legal Services Foundation
Sue Edwards on her own behalf
Joan Conley of the Mt. Diablo Education Association
Jeanne-Marie Rosenmeier of the Contra Costa Chapter of NOW
George Fujioka of the Asian Coalition
Paul Katz of Public Employees Union, Local 1
Mike Price, President of Fire Fighters Local 1230
Janet Johnson of the Advisory Committee on the Employment and Economic Status of Women
Eileen Bitten, Assistant Personnel Director
Ernesto Fresquez of the Hispanic Chamber of Commerce

Following testimony from all of those present who wished to address our Committee we formulated the above recommendations. While there was a good deal of testimony to the effect that the Advisory Committee should be larger, our Committee is concerned primarily that the Committee be composed of individual who are committed to Affirmative Action and are willing to put in the necessary time to make this process work. We will continue to evaluate the work of the Advisory Committee and will determine in the future whether it appears to be necessary to increase the size of the Advisory Committee.

We believe that the adoption of the attached Affirmative Action Plan is a historic step which will improve our County's efforts to achieve true and realistic equal employment opportunities for all individuals.

In order to make such a Plan work, it is necessary that each department develop and implement a plan which indicates how that department how that department will implement the Affirmative Action Plan. We are asking for such plans to be filed with the County Administrator and then our Committee within 90 days. We will forward those plans to the Board after we have reviewed them in October.

cc: County Administrator
Affirmative Action Officer
County Counsel
Director of Personnel
Each County Department Head (Via CAO)