

**ADVISORY COUNCIL ON
EQUAL EMPLOYMENT OPPORTUNITY**

January 24, 2020

9:30 a.m. – 11:30 a.m.

4071 Port Chicago Hwy.,

Suite 250, Conf. Room C

Concord, Ca 94520

Marilynn Schuyler, Chair

George Carter, Vice Chair

Meeting started at 9:35 a.m.

Meeting Attendees: Marilynn Schuyler; George Carter; Mark Pighin; Jena Williams; Linda Mason; Tracey Walker; Angela Malala; Roosevelt Gipson Jr.; Antoine Wilson (Staff); Piedad Fracasso (Staff)

1. Introductions/Rollcall – See meeting attendees

2. Reviewed and Approved November 11, 2019 Minutes

3. Reviewed and Approved December 6, 2019 Minutes

4. Antoine gave update on the ACEEO recommended website changes. Will give further update next month

5. Antoine gave update on recommended changes to Admin Bulletins 427.1 & 429.4.

6. Discussed the 2019 ACEEO Accomplishments. The conversation will continue next month.

7. Strategic Plans for 2020:

- **Increase outreach and publicize the ACEEO**
- **Follow-Up on 2019 outstanding items; ie. ACEEO Website Changes**
- **Recognition to CCC Department for positive EEO changes**
- **Discuss EEO 5-Year Strategic Plan 2017-2022 published by Antoine Wilson in 2016.**

8. Speaker Recommendations:

- **Rubicon Site Manager**
- **David Twa**
- **Re-Entry Council**
- **Nathan Johnson (Veterans)**
- **Unions**
- **David Gould – Small Business Enterprises**
- **Ileana Choate EHSD – Staff Development; East Bay Equity**
- **Academia Speaker – from one of the colleges**

9. Roundtable

10.1 Discussions:

- Ethics Training Update-Completed by Marilyn, George, Mark, Angela, & Piedad
- Brown Act Training-Needed by 2/2020 (Antoine, Linda & Piedad)
- Tracey commented that the Martin Luther King Celebration was exceptional
- Discussion on Re-Entry and Ban the Box.
- Some discussion on EEO/EEOC/DFEH complaints, especially those affected by retaliation, by management, when they are forced to be interviewed
- Antoine will verify with County Council on status of Welcome Kit
- Antoine asked that the Chair or Vice Chair come and speak at the next H2O meeting to discuss past accomplishments
- Items for the March H2O Committee Approval:
 - Angela Malala – Appoint to Community Seat 2
 - Re-Appointment – Linda Mason (Community Seat 3), Mark Pighin (Disability), Roosevelt Gipson Jr. (Education)
 - Onboarding document
 - Welcome Kit – needs to get approval from County Counsel, then H2O

10.2. Items for February Meeting:

- Update to the ACEEO website changes.
- Update on Admin Bulletin recommended changes from County Council
- Review and discuss 2019 Accomplishments
- Continue discussion on 2020 Strategic Plans
- Update on required Brown Act and Ethics Training completions
- Review and discuss EEO 5-year Strategic Plan 2017 - 2022.

10. The committee adjourned at 10:52 a.m.