

ADVISORY COUNCIL ON EQUAL EMPLOYMENT OPPORTUNITY

Tracey Walker, Chair
Angela Malala, Vice Chair

Meeting Minutes

July 23, 2021
ZOOM Meeting

1. Introductions/Call to Order- 09:35 a.m.

Angela Malala called the meeting to order.

Mark Pighin, Roosevelt Gipson Jr., Kelli Collins, Marilynn Schuyler, Eric Maldonado, Antoine Wilson (staff), Piedad Fracasso (staff), Amrita Kaur (visitor), and Lara Delaney (Legislative Analyst) were present.

Absent: Tracey Walker, Allwyn Brown, Dr. Michelle Hernandez

2. Public Comment

Amrita Kaur, Administrative Services Officer for the Department of Information Technology (DOIT). She expressed interest in joining the ACEEO, possibly in a Management Seat.

3. Approval of the Minutes

There was a motion to approve the June 25, 2021 minutes. The minutes were approved.

4. Speaker – Lara Delaney, Legislative Analyst

Lara Delaney is a Senior Deputy County Administrator for Contra Costa County. Lara gave an overview of AB-339 and AB-361, which have to do with local government and open and public meetings. With the pandemic, Governor Newsom, suspended many of the Brown Act requirements for teleconference meetings and allowed local agencies to conduct meetings via remote means either telephonic or streaming video.

- AB339 will affect City Councils and Board of Supervisors in jurisdictions with at least 250,000 residents. For more information on AB-339 click on the link below:

https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB339

- AB-361 specifically deals with teleconferences and it codifies the provisions of the Governor's executive order for March 2020 relating to the Brown Act. For more information on AB-361 click on the link below:

https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202120220AB361#:~:text=AB%20361%2C%20as%20amended%2C%20Robert,meetings%3A%20local%20agencies%3A%20teleconferences.&text=Brown%20Act%20requires%2C%20with%20specified,permitted%20to%20attend%20and%20participate

5. Human Resources (HR) Accessibility Recommended Changes

Antoine met with Susan Shiu (Communications & Media), Karen Caoile (Director of Risk Management), and HR to discuss the accessibility issues that were brought up by the ACEEO. The issues presented were that if someone had problems applying for a job on the County site, it was not user-friendly when trying to get assistance and the HR webpage only referred to asking for assistance with testing. Both the County website and the HR webpage

were discussed. The findings were:

- We currently comply with federal requirements, but they are still working to make it easier to find the Accessibility feature. Susan Shiu, DOIT, and Karen Caoile are working to make the changes.
- HR webpage accessibility changes will be managed by DOIT and Communications and Media with input from HR.

6. 2021 Strategic Plans

Angela Malala asked members to review the themes below which she extracted from the 2021 ACEEO Goals and Visions and be ready to discuss and add more to the list.

- Continue to provide support to the Office of Racial Equity and Social Justice Committee (ORESJ).
- Invite representatives from various County departments to present
- Prepare and plan for ACEEO vacancies
- Make recommendations to make hiring and promotions to be more equitable and accessible.

7. Future Guest Speakers For 2021

- Gilbert Salinas, Equity Officer of Health Services (August). He will speak on the Board Order Declaring Racism as a Public Health Crisis
- Cynthia Shehorn, new Procurement Services Manager in Public Works. She handles Small Business Enterprises (SBE) (September)
- ORESJ Committee Member
- BOS Chief of Staff
- Monica Nino, County Administrator

8. Roundtable

There was discussion on changes to how ACEEO open seats will be filled and what open seats we currently have.

- Presently both Management Seats are open along with Union Seat 2.
- The Hiring Outreach and Oversight Committee (H2O) will conduct all interviews for any vacant ACEEO open positions.
- The H2O does not want the ACEEO to refer new applicants.
- The September H2O meeting has been rescheduled to September 13, 2021.
- The County Administrators Office (CAO) will be submitting recommendations for the Management Seats to the H2O Committee for approval.

Lara Delaney gave an update on the ORESJ. Community Engagement Meetings are still on-going. There will be a meeting on August 29th from 4 – 6 pm to give the community an opportunity to hear what has been learned thru the listening sessions. The final report will be brought before the BOS in February 2022. Lara provided us the links below that provide information on community engagement and the planning process and the Measure X Community Advisory Board meeting and the presentation on ORESJ. For more information, click on the links below:

<https://ccccoresj.org/>

http://64.166.146.245/agenda_publish.cfm?id=&mt=ALL&get_month=7&get_year=2021&dsp=ag&seq=1864

http://64.166.146.245/docs/2021/MXCAB/20210721_1854/46369_1%20ORESJ%20Presentation%20to%20Measure%20X%20CAB%20Version%20.pdf

George Carter informed us that Tamia Brown is the new Workforce Investment Board Executive Director.

George Carter also informed us that the One Stop Career Center System is still operating virtually. Rubicon, who is the lead agency of the Contra Costa Workforce Collaborative, has a physical career center in Concord which will be open soon from Monday thru Thursday by appointment only.

EDD is also starting to meet on-site with individuals for services. Angela Malala asked how the rising COVID numbers would affect the in-person opening of Rubicon and EDD? George said they are staying flexible and doing what they can to serve their constituents.

George Carter has the conference room reserved for the ACEEO meetings thru the end of this year at the Workforce Development Board site.

The next ACEEO meeting will be held on August 27, 2021.

10. Adjourn: The meeting adjourned at 10:43 am.