

**COUNTY OF SACRAMENTO**  
**EQUAL EMPLOYMENT OPPORTUNITY ADVISORY COMMITTEE**

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County Administration Building  
700 H Street, 1<sup>st</sup> Floor, Hearing Room #1  
Sacramento, CA 95814

July 24, 2017  
3:30 pm

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**MINUTES**

**I. Roll Call**

The meeting was brought to order by Chairperson Michael Craft. Roll was called. A quorum was present.

**Members Present**

Jennifer Avalo, Michael Burks, Mollie Chacon, Michael Craft, Patrick Hunter, Jill LaVine, Brandon Luke, Michael Peterson, Terrie Porter, and Rami Zakaria

**Members Excused**

None

**Members Absent**

Jessica Waterford

**Staff Present**

Cori Stillson and Ellen Humphrey

## **II. Approval of Minutes**

Mr. Craft entertained a motion to approve the Minutes of the May 22, 2017 meeting. It was so moved by Mr. Peterson and seconded by Ms. Avalo. The motion was carried and approved by the Committee.

## **III. Workforce Statistics Reports**

### **District Attorney**

Ms. Humphrey presented the 2017 District Attorney's Workforce Statistics Report to the Committee. Discussion ensued. There were no further questions or comments from the Committee.

### **Health and Human Services**

Ms. Humphrey presented the 2017 Health and Human Services' Workforce Statistics Report to the Committee. Discussion ensued. There were no further questions or comments from the Committee.

### **Human Assistance**

Ms. Humphrey presented the 2017 Human Assistance Workforce Statistics Report to the Committee. Discussion ensued. There were no further questions or comments from the Committee.

## **IV. New Business**

### **5 Year Statistics – Hiring, Promotions, Terminations**

Ms. Humphrey handed out spreadsheets showing countywide statistics on new hires, promotions and terminations from 1/1/2012 through 7/1/2017. Other statistics were new hires and promotions specifically into management positions (data taken from rep units 050 and 032). The Committee reviewed and discussed the information.

## **V. Open Discussion**

The Committee discussed the hiring process and noted that there is a good diversity of new employees entering the County. The Committee focused their discussion towards promotions within the County, and what employees need in order to get the necessary training and experience to promote into management and higher level positions. The Committee asked staff to contact Human

Assistance and Health and Human Services to request a representative from each department to attend the next meeting and answer questions on what they do to provide the incentive and training for their employees to promote.

With no further questions or comments, Mr. Craft entertained a motion to approve the 2017 Workforce Statistics for District Attorney, Health and Human Services, and Human Assistance and to adjourn the meeting. The motion was so moved by Mr. Zakaria and seconded by Mr. Burks. The meeting adjourned at 4:42 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Michael Craft', written over a horizontal line.

**Michael Craft, Chair**

Equal Employment Opportunity Advisory Committee to the Sacramento County Board  
of Supervisors

MC/eh

cc: David Devine, Director, Department of Personnel Services