

# COUNTY OF SACRAMENTO

## EQUAL EMPLOYMENT OPPORTUNITY ADVISORY COMMITTEE

---

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

May 22, 2017  
3:30 pm

---

### 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, Michael Craft, Patrick Hunter, Jill LaVine, Michael Peterson, Terrie Porter, Jessica Waterford, and Rami Zakaria

#### **Members Excused**

Mollie Chacon and Brandon Luke

#### **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 February 27, 2017 meeting. It was so moved by Ms. Avalo and seconded by Mr. Burks. The motion was carried and approved by the Committee.

## **III. New Committee Member**

Mollie Chacon is a new Committee member who will be holding a Citizen Member seat.

## **IV. Workforce Statistics Reports**

### **Sheriff/Correctional Health**

Ms. Humphrey presented the 2017 Sheriff/Correctional Health Workforce Statistics Report to the Committee. Discussion ensued. There were no further questions or comments from the Committee.

### **Airports**

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

### **MS - Animal Care and Regulation**

Ms. Humphrey presented the 2017 MS – Animal Care and Regulation Workforce Statistics Report to the Committee. Discussion ensued. There were no further questions or comments from the Committee.

### **Probation**

Ms. Humphrey presented the 2017 MS – Animal Care and Regulation Workforce Statistics Report to the Committee. Discussion ensued. There were no further questions or comments from the Committee.

### **MS – Transportation**

Ms. Humphrey presented the 2017 MS – Transportation Workforce Statistics Report to the Committee. Discussion ensued. The Committee had a concern regarding Table 3.4 that out of 31 promotions, none were female. The Committee requested staff to contact the department for explanation. There were no further questions or comments from the Committee.

## **MS – Parks**

Ms. Humphrey presented the 2017 MS – Regional Parks Workforce Statistics Report to the Committee. Discussion ensued. There were no further questions or comments from the Committee

## **V. Old Business**

### **Discussion on Recent County Job Fair**

Ms. LaVine shared about the successful County Job Fair that took place on March 10, 2017. Many people attended and the County workers were excited to see the turnout and interest. Many attendees were college graduates and some were older wanting to get back into the workforce. The Committee discussed the importance of the County needing to be on the cutting edge of recruitment and hiring and that can happen now with the technology that's available.

## **Vi. Old Business**

### **Continuation of Focus Areas and Recommendation Letter**

The Committee reviewed the ideas they previously discussed on the three main categories they want to address in their recommendation letter regarding recruitment, promotions and retention. Staff will supply comparison figures of race/ethnicities and job class information of employees in the management 032 and 050 representation groups at the next meeting. The Committee requested staff to ask Maury Castaneda if he would be able to attend the next meeting.

## **VII. Open Discussion**

Dr. Stillson discussed the new reorganization of the County's agencies. New organizational charts were handed out to the Committee members.

Social Services Agency is new and will be comprised of two departments: The Department of Child and Adult Services and the Department of Health and Environmental Safety. Human Assistance, Health and Human Services and Correctional Health from the Sheriff's Department will be reorganized under this agency.

The current Internal Services Agency will be renamed Administrative Services Agency.

With no further questions or comments, Mr. Craft entertained a motion to approve the 2017 Workforce Statistics Reports for Sheriff/Correctional Health, Airports, Animal Care and Regulation, Probation, Department of Transportation and Regional Parks, and to adjourn the meeting. The motion was so moved by Mr. Burks and seconded by Ms. Porter. The meeting adjourned at 4:36 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read '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