

COUNTY OF SACRAMENTO

EQUAL EMPLOYMENT OPPORTUNITY ADVISORY COMMITTEE

[Zoom Meeting Link](#) or
1-669-900-9128 (ID: 840 6789 8541 & Passcode: 054101)

November 22, 2021
3:30 pm

MINUTES

I. Call to Order

Mr. Zakaria, Chair, brought the meeting to order; quorum present at 3:31 pm.

Members Present: Courtney Bailey-Kanelos, Kimberly Gin, Chris Jenkins, Brandon Luke, Patrice Pratt, Robert Reisig, Martin Ross, & Rami Zakaria

Members Excused: Monica Stephens & Jerry Yamashita

Members Absent: Kristy Lac, Amar Shergill & Doug Sloan

Staff Present: Cori Stillson and Richard Chang

II. Approval of Meeting Minutes

- Mr. Zakaria entertained a motion to approve the September 27, 2021, Meeting Minutes. Mr. Ross moved to approve the minutes and Ms. Gin seconded. The motion to approve the minutes carried with all in favor.

III. Communications (EEOAC Chair or EEO Office):

- Brief discussion occurred about Mr. Shergill's verbal resignation. EEO Staff to follow up with the Clerk of the Board. *(Note: On December 13, 2021, EEO sent Mr. Shergill a letter advising if he was not present at, absent or unexcused from the next meeting, on January 24, 2022, he would automatically cease to be a member; the same day Mr. Shergill replied to confirm his resignation and the Clerk of the Board noted his resignation email was sufficient).*

IV. Guest Speakers

Jeff Gasaway, Director, General Services, deferred to Employment Services for an overview of DGS specific recruitment. Mr. Gasaway noted DGS staff is very involved in automotive and building programs with Los Rios Community Colleges and Cynthia Smith, involved with International Facility Managers Association (IFMA), works to generate interest and recruit for the County. Positions for fleet, painters, plumbers, electricians, or stationary engineers are male dominated, yet there have been females in these fields who moved to other areas. Overall, DGS tries to advertise in professional publications, local and national IFMA chapters,

staff post on their personal Facebook, outreach at Travis and job fairs through Personnel Services to obtain qualified candidates into positions.

Esther Garcia-Negrete & Jena Sylva, Recruitment, Employment Services, highlighted some recruitment. Ms. Garcia-Negrete attended Youth and Government Day 2019, a partnership between Innovative Pathways to Public Service and Institute for Local Government, with DGS representatives who spoke of Fleet Services, Real Estate, and Facilities Management. Sixty students from Carver High School attended and was an opportunity to reach out to students to get them interested in public service and careers with the County. Ms. Garcia-Negrete said Ms. Sylva would address a list of 2019-2020 recruitment events attended to promote County jobs. Ms. Sylva noted over 50 diverse community events (colleges, community events, DHA job hops, high school events, etc.) attended where they brought current job announcements. Goals were to educate about the County and DGS specific jobs, available positions, application/testing process, how to gain County employment and answer questions. Moving forward, the team hopes to return to in-person versus virtual events, as many events had cancelled due to COVID-19. Mr. Zakaria added that it seems with more manual labor jobs, there tends to be more male than female representation. Overall, it is only 6% female within the California “production, transportation, or material moving” occupational cluster. Mr. Zakaria noted societal gender tendencies that draw people towards specific professions.

Discussion occurred about recruitment efforts of underrepresented groups (women and persons of color) in entry-level positions and in higher levels. Low percentages of women/persons of color exist in service/maintenance, skilled crafts work, administrative or higher level official positions. Ms. Ross suggested that, groups often do not know of types or areas of work that exist until outreach beyond flyers and job fairs occurs. Ms. Garcia-Negrete highlighted work with Sacramento Urban League in A Path to County Service, which is an application and exam workshop in a computer lab, to offer insight and answer questions for attendees. Quarterly, A Path to County Service presentation provides community-based groups like LaFamilia, Urban League, and Sacramento Employment and Training Agency (SETA) opportunities to gain information about County jobs and processes. Ms. Sylva noted department employees from various occupations work the team at presentations, job fairs and recruitment events, as needed. Captain Luke asked whether DGS offer monetary hiring incentives. Mr. Gasaway said that he was unsure if they could. Mr. Ross asked if this question could be researched.

V. Unfinished Business

1. Workforce Statistics Reports (Discussion limited to 5 minutes)

- a. A review of the following reports occurred: [Animal Care & Regulations 2021](#), [Probation 2021](#), [Transportation 2021](#), [District Attorney 2021](#), [Health Services 2021](#), & [Development & Code Services 2021](#).

[Regional Parks 2021](#): Captain Luke noted low minority numbers in promotions and wondered how Parks’ process prepares employees for

promotional opportunities. Mr. Zakaria requested that Liz Bellas, Director, be invited to provide insight.

[Health Services 2021](#): the committee found DHS' diverse workforce impressive. Mr. Zakaria requested that Chevon Kothari, Director, be invited to speak to their best practice strategies to share with other departments.

VI. Open Discussion & Public Comment:

- Mr. Zakaria opened the floor to comments. Mr. Reisig asked about Chair and Vice Chair elections. Mr. Zakaria noted elections occur in January; he added the work of the EEOAC is important, it has been an honor to serve, and everyone has done a terrific job. Ms. Gin agreed with Mr. Zakaria.
- Mr. Ross asked to include Best Practices as a standing discussion. Mr. Zakaria requested that a future agenda item be added so that best practices could be shared with other County departments.
- Discussion occurred about a December meeting (not typically calendared), one will not be scheduled due to the proximity to the Christmas holiday and potential difficulties obtaining quorum. Mr. Zakaria, and likely Ms. Gin, would attend the January meeting to ensure the committee obtained new leadership to run smoothly. Mr. Zakaria stated everyone has provided good input and leadership in addressing concerns and encouraged those interested to consider a run for Chair or Vice Chair.

Mr. Zakaria called the meeting to close at 4:52 pm and wished everyone a Happy Holidays and Happy New Year.

cc: Sylvester Fadal, Director, Department of Personnel Services