

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

SYLVESTER FADAL, Director  
Department of Personnel Services

CORI STILLSON, EEO Officer  
Equal Employment Opportunity Office

Join by computer: [Join ZOOM Meeting](#)

Join by phone dial: 1-669-254-5252, ID: 161 143 0698 & Password: 615844  
(Additional instructions on page 3)

February 27, 2023

3:30 p.m.

Anyone may address the Committee regarding any item that is within the Committee's subject matter jurisdiction. However, the Committee may not take any action on this agenda except as authorized by Government Code, Section 54954.3.

**MINUTES**

- I. Call to Order, Verbal Attendance Roll Call, and Guest Introductions – Mr. Ross, Chair, brought the meeting to order; quorum was reached at 3:35.**

**Members Present:** Amanda Benson, Annette Bedsworth, Lt. Shelly Hodgkins, Patrick Hunter, Hang Nguyen, Martin Ross, Patrice Pratt, Marlon Yarber

**Members Absent:** Michael Vargas (resignation), Roland Shield.

**Staff Present:** Mindy Scates-Gonzalez, Cori Stillson, Richard Chang, and Christina Meyers

- II. Continuation of virtual meeting**

Mr. Ross entertained a motion to continue virtual meetings. Ms. Benson made a motion to adopt an EEOAC resolution to teleconference the current meeting and Mr. Yarber seconded. The motion carried with all in favor (*Ms. Benson, Ms. Bedsworth, Lt. Hodgkins, Mr. Hunter, Ms. Nguyen, Mr. Ross, Ms. Pratt, and Mr. Yarber*)

- III. Approval of Member Absences**

Since no members advised the EEO Office that they would be absent from the meeting, Mr. Ross did not entertain motion to approve absences. Discussion occurred.

- IV. Approval of Meeting Minutes**

Mr. Ross entertained motion to approve January 23, 2022, Meeting Minutes without changes. Ms. Pratt moved to approve and Lt. Shelly Hodgkins seconded. The motion carried with seven Yay votes (*Ms. Bedsworth, Ms. Benson, Lt. Hodgkins, Ms. Nguyen, Ms. Pratt, Mr. Ross, and Mr. Yarber*), and one abstain (*Mr. Hunter*).

- [January 23, 2023](#)

- V. Communications/Reports (EEOAC Chair or EEO Office)**

- Change Quorum to Half or More of the Members in Filled Positions

The meeting facilities are accessible to people with disabilities. Requests for interpreting services, assistive listening devices, or other considerations should be made through the Equal Employment Opportunity Office at (916) 874-7148, no later than five working days prior to meeting.

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Progress – Paperwork submitted. No expected date, in Review Process now.

- EEOAC Meetings Roving Locations

Personnel Services:

- March 27, 2023 @ 9310 Tech Center Drive
- April 24, 2023 @ 700 H St.
- Possible site is Voter Registration, 7000 65th Street, Suite A.  
Discussion occurred. EEO Office was asked to compile lists of meeting locations and specific meeting dates with locations for the remainder of the year.

- Workforce Statistics Reports - LGBTQ and Disability Data

Discussion occurred about drafting a letter to the CEO to ask about reporting on new categories. It was suggested that this be placed as action item for next meeting's Agenda.

**VI. Unfinished Business**

A. Workforce Statistics Reports

Ms. Meyers reviewed the Workforce Statistics Reports for Airports 2022, Assessor 2022, Coroner 2022, and Probation 2022.

B. Develop/Add to Best Practices List to share with County departments

Mr. Ross reintroduced the idea of identifying and recognizing Departments with positive forward progress.

**VII. New Business**

C. Discussion occurred about inviting department head and DEI Committee guests for presentations. Mr. Hunter reiterated his request for the CEO to present.. Additional discussion occurred about department head presentations about progress, concerns, vision, and action steps. Mr. Ross suggested that EEO send 10 invites for one speaker per month to report and answer questions.

**VIII. Public Comment**

None

Ms. Benson made a motion to Adjourn and Mr. Yarber seconded. All in favor (*Ms. Benson, Ms. Bedsworth, Lt. Hodgkins, Mr. Hunter, Ms. Nguyen, Mr. Ross, Ms. Pratt, and Mr. Yarber*).

## **EEOAC Zoom Meeting Instructions: February 27, 2023, 3:30-5:00pm**

The following guidelines will help prepare for the EEOAC Zoom Meeting.

**Start Early:** Log or call in 5 minutes (or so) prior to the start time to avoid everyone entering the conference, all at once at the beginning of the meeting.

**Be Prepared:** Review Agenda, minutes and materials, in advance, to help keep discussions concise and more effective.

**Attend meeting:** Click the [Zoom Meeting link](#) (**OR** call 1-669-254-5252, when prompted enter Meeting ID: 161 143 0698 & Password: 615844)

**Mute Function Use:** Locate the mute function on your device (landline phones, press \*6 to mute/unmute). Please join the meeting with mute ON. When meeting is called to order, turn mute OFF for roll call & introductions, then back ON again until called on to speak. Members' votes & comments on Agenda items may occur by EEOAC member roll call, followed by the public. When your name is called, turn mute OFF to speak; turn it back ON when done speaking.

**Reduce Ambient Noise:** Call in from a quiet area as free as possible from background noise and distractions, such as TV or music, household members, pets, etc. Silence any rings or audio alerts on your device.

**Don't Multi-task:** The sounds of mouse and keyboard clicks, shuffling papers, eating and drinking can be a distraction.

**Meeting Document Hyperlinks:** PDF's auto-open in a browser, whereas MS Word docs may open a browser and a separate dialog box that you can close that then auto-opens the Word doc.

**THANK YOU** for your cooperation.