



**Equal Employment  
Opportunity Committee  
Regular Meeting Agenda  
1:30 PM – 3:30 PM  
Thursday – November 4, 2010  
City Council Chambers - 809 Center Street**

**Call to Order**

**Roll Call**

**Statements of Disqualification**

**Oral Communications – No action may be taken**

**Announcements - No action may be taken**

**Approval of Minutes**

1. Minutes of the September 2, 2010 meeting
  - Motion to approve as submitted (only those present at the meeting of September 2, 2010 (and also present at this meeting) may vote: Piret Harmon, Jonna Hubling, Colleen McMahon, Jack McPhillips and Laura Waldren; members Nancy Concepción, Lisa Martinez Sullivan and Deborah Holmes were absent.

**General Business**

1. Draft Table of Contents for 2010 Annual Report
  - 2010 Annual Report Ad Hoc Sub-Committee (Members Waldren, McMahon and staff liaison McMullen)
    - Review/discuss with full Membership for input to content

**Information Items – No action may be taken**

1. Legal Update
  - Staff liaison Joe McMullen
2. Summary of Discrimination Complaint(s) and Outcome(s)
  - Staff liaison Joe McMullen
3. Training
  - Training Manager Dale Zevin
    - Harassment Prevention Training
    - Diversity Training
    - Supervisory Training Program
    - Mentoring/Succession Planning

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4. "Access to Employment" Job Fair
  - Member Colleen McMahon
    - Flyer advertising Committee vacancy

**Subcommittee/Advisory Body Oral Reports**

1. Finalization of Committee's Goals
  - Training Manager Dale Zevin
    - Affirmation of Committee Objectives and Actions
      1. Upcoming Quarterly Supervisor/Manager Meeting

**Items Initiated by Members for Future Agendas**

1. Training compliance statistics, by department, for Harassment Prevention and Cultural Diversity.
2. Website ad hoc subcommittee (members Piret Harmon, Colleen McMahon & Jonna Hubling) to report on how the City's website might be leveraged to further the Goals of the Committee.
3. Annual Report ad hoc subcommittee (members Laura Waldren, Colleen McMahon & staff liaison Joe McMullen) to present DRAFT 2010 Annual Report.

**Adjournment**

The Equal Employment Opportunity Committee will adjourn from the regular meeting of Thursday November 4, 2010 to the next regularly scheduled meeting on Thursday February 3, 2011 at 1:30 p.m. in Council Chambers.

**Additional Information**

Visit the City's Web Site at <http://www.cityofsantacruz.com/> for information about City Advisory Body Meeting Agendas and Minutes, Advisory Body information and the Santa Cruz Municipal Code. Sign up to receive automatic notification when meetings are announced and Agendas are posted.