



**Equal Employment
Opportunity Committee
Regular Meeting Agenda
1:30 PM – 3:30 PM
Thursday – November 17, 2011
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 29, 2011 meeting
 - Motion to approve as submitted (only those present at the meeting of September 29, 2011 (and also present at this meeting) may vote: Laura Waldren, Colleen McMahon, Piret Harmon, Lisa Sullivan, Tom Graves, Jonna Hubling and Jack McPhillips (Hollis Walton and Deborah Holmes were not present).

General Business

1. Discussion of Committee Goals & Objectives, and Outcomes
2. Formation of a New Ad-Hoc Sub-Committee responsible for updating all EEO related City documents

Information Items – No action may be taken

1. Presentation by Patrick Clark, former EEO Committee Chair (Member 2002-2009)
 - National Coalition Building Institute program: Prejudice Reduction Workshop
2. Volunteers and City Mandated Harassment & Cultural Diversity Training
 - Meeting with CitySERVE Liaison scheduled for December 7, 2011
3. Legal Update
 - Staff liaison Joe McMullen
 - *Earl v. Nielsen Media Research, Inc.*
 - AB 887 and SB 559
4. Summary of Discrimination Complaint(s) and Outcome(s)
 - Staff liaison Joe McMullen
 - 2008 & 2011 Complaint Logs

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Out of consideration for people with chemical sensitivities, we ask that you attend fragrance free.
Upon request, the agenda can be provided in a format to accommodate special needs.
Additionally, if you wish to attend this public meeting and will require assistance such as an
interpreter for American Sign Language, Spanish, or other special equipment,
please call the City Clerk's Department at 420-5030 at least five days in advance
so that we can arrange for such special assistance, or email CityClerk@cityofsantacruz.com.
The Cal-Relay system number is: 1-800-735-2922

Equal Employment Opportunity Committee Meeting Agenda of November 17, 2011 1:30 PM

5. Training
 - Training Manager Dale Zevin
 - Harassment Prevention Training
 - Cultural Diversity Training
 - Mandated Training Compliance
 - Succession Planning
6. Presentation about EEO Committee at a Quarterly Supervisor/Manager Meeting
 - Member Waldren
 - Scheduled for January 19, 2012
7. Access to Employment Job Fair
 - Member McMahan
8. Website Update
 - Staff Joe McMullen
 - DRAFT Mission Statement
 - Online Complaint Form

Subcommittee/Advisory Body Oral Reports

1. EEO Committee 2011 Annual Report sub-committee
 - Members Sullivan & Graves; Staff Joe McMullen
 - DRAFT 2011 Annual Report
2. Proposition 209/EEO-related documents ad hoc subcommittee
 - Members Harmon, McMahan, Waldren, and Walton; Staff Liaison Joe McMullen
 - Status of document update(s)
 - Disband sub-committee

Items Initiated by Members for Future Agendas

Adjournment

The Equal Employment Opportunity Committee will adjourn from the regular meeting of Thursday November 17, 2011 to the next regularly scheduled meeting on Thursday February 9, 2012 at 1:30 p.m. in Council Chambers.

Additional Information

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