



**Equal Employment Opportunity
Committee Special Meeting Minutes
10:00 AM - Monday - June 25, 2012
City Council Chambers
809 Center Street**

Call to Order

Vice-Chair Waldren called the meeting to order at 10:00 a.m.

Roll Call

Present: Chair Waldren, Vice-Chair Harmon, Members McMahon, McPhillips, Walton, Sullivan, Donovan, and Holmes
Absent: Member Hubling
Staff: Chief HR Officer McMullen, HR Technician Stagnaro, and HR Assistant Trumbull

Statements of Disqualification - None

Oral Communications – None

Announcements – Staff Liaison McMullen introduced Jackie Trumbull the new HR Assistant in the Administrative Services Department/HR Division to the committee members. Jackie will now be assisting with the staffing for the EEO Committee effective with the September 13, 2012 meeting.

Approval of Minutes

1. Minutes of the May 10, 2012 meeting

Action

Member McMahon moved, seconded by member Holmes, to approve the minutes. The motion CARRIED by the following vote:

Ayes: Waldren, McMahon, Walton, Holmes, Sullivan, Donovan, and McPhillips
Noes: None
Disqualified: None
Absent: Hubling
Abstain: Harmon (not present at meeting of 5/10/12)

Special Business

1. Review/Approval of Proposition 209 Sub-Committee Agenda Report to City Council

Staff Liaison McMullen reviewed the draft agenda report and the related attachments that were prepared by the sub-committee which are being recommended for presentation to Council at the July 24th meeting. The sub-committee worked to consolidate all EEO policies and procedures into Council Policies and Administrative Procedure Orders. APO II-Ia will be revised and at Member Sullivan's suggestion not renamed so it will be maintained for historical purposes. The sub-committee also moved the content of the

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EONDA (Equal Opportunity/Non-Discrimination Assurance) Plan into Council Policy 25.2 thereby eliminating the need for EONDA since much of the Plan is no longer in compliance with Proposition 209. Staff Liaison McMullen stated that the draft agenda report has been reviewed and approved by the City Attorney. Chair Waldren stated that it is also being reviewed by City Manager Martin Bernal. A list of all of the reviewed documents along with Committee recommendations for the City Council and City Manager action have been included in the text and attached to the agenda report. When approved by Council all recommended changes will be posted to the City webpages and subsequently communicated to employees. Any substantive changes to the agenda report recommended by the City Manager will be brought back to the Committee for further review.

Action Member Sullivan moved, seconded by member Harmon, to approve in concept the Proposition 209 Sub-Committee Agenda Report to City Council of the Equal Employment Opportunity Committee, including the recommended change. The MOTION carried unanimously.

As this was the final meeting for Chair Waldren before her retirement, she expressed her thanks and gratitude to the Committee for all of their dedication and hard work.

Action **Adjournment**

At 10:25 a.m. Member McMahan moved, seconded by Member Donovan, to adjourn the Equal Employment Opportunity Committee Special meeting of Monday June 25, 2012 to the next regularly scheduled meeting on Thursday September 13, 2012 at 1:30 p.m. in Council Chambers. The MOTION carried unanimously.

Additional Information

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Respectfully Submitted,

Joe McMullen, Staff Liaison

Approved,

Laura Waldren, Chair