



**Equal Employment Opportunity
Committee Regular Meeting Minutes
1:30 PM - Thursday - May 8, 2014
City Council Chambers
809 Center Street**

Call to Order

Chair Landers called the meeting to order at 1:31 p.m.

Roll Call

Present: Chair Landers, Vice-Chair Donovan, Members Guevara, Hubling, Warren, Sawyer.

Absent: Member Holmes, Member Simmons, Member Kaufmann

Staff: Principal HR Analyst McMullen, Administrative Assistant II Trumbull, and Administrative Assistant II Arellano

Statements of Disqualification – None

Oral Communications – No action may be taken – None

Announcements - No action may be taken – This is Member Holmes' last meeting. Member Holmes may continue to serve until a replacement is selected.

Approval of Minutes

- Action
1. Minutes of the February 13, 2014 meeting
Member Hubling moved, seconded by Member Guevara to approve the Minutes. The MOTION carried unanimously by Chair Landers, Vice-Chair Donovan, Members Guevara, Hubling, Sawyer, Warren. Not present to vote Member Holmes, Member Kaufmann, and Member Simmons.

General Business

1. Reschedule September 11, 2014 Regular Meeting
 - Staff Liaison McMullen
 - Meeting rescheduled to September 25, 2014. (Later rescheduled to September 24, 2014 due to Rosh Hashanah.)

Information Items – No action may be taken

1. Legal Update
 - Staff Liaison McMullen
 - *Cheal v. El Camino Hospital (2014) _Cal.App.4th_ [2014 WL 346034]*

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- Staff Liaison McMullen gave an oral presentation on the Legal case of *Cheal v. El Camino Hospital (2014) _Cal.App.4th _ [2014 WL 346034]*

 - 2. Summary of Discrimination Complaint(s) and Outcome(s)
 - Staff Liaison McMullen
 - 2013 & 2014 Complaint Logs
 - Staff Liaison McMullen gave an oral presentation on the Discrimination/Harassment Complaint Logs and reviewed the on-going complaints for 2014.

 - 3. Training
 - Staff Liaison McMullen
 - New full time HR Training Analyst, Janice Lum, to start in early June.
 - Mandated Training Compliance
 - Harassment Prevention & Cultural Diversity Training
 - Harassment Prevention training classes schedule for June 26, 2014.
 - Cultural Diversity training scheduled for July 16, 2014.
 - Succession Planning
 1. Employee and Leadership Development Program
 - Employee Leadership Program on hold until HR Training Analyst Janice Lum is on board and new HR Director is recruited.
 - The Committee requested Staff to provide information about how E&LD graduates have received “credit” for supervisory experience in recruitments on February 13, 2014 meeting. Staff Liaison McMullen announced that it is not being tracked separately outside of individual recruitments at this time and has asked Cathy Bonino, Principal HR Analyst, if she will start tracking.
 2. Mentoring Program
 - Last Mentoring forum was scheduled April 16, 2014. Closing ceremony/meeting is on June 19 2014.
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4. Website
 - Staff Liaison McMullen
 - Analytics
 - At the February 13, 2014 meeting, the Committee inquired about the traffic on the EEO website. IT Department and Administrative Assistant Trumbull put together analytics on the website using Google Analytics.
 - Between July 2013 and April 2014, website had a total of 118 visitors. Discussed pages that were visited and not visited.

Subcommittee/Advisory Body Oral Reports

1. Access to Employment Job Fair Committee
 - Staff Liaison McMullen
 - HR Analyst Kathy Stagnaro has volunteered to be the City’s representative to the Job Fair Committee this year.
 - The Job Fair Committee may be holding two job fairs this year.

2. Outreach Sub-Committee

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- Member Guevara
 - Book Club
 - Emails sent out by Member Guevara to get book club together to discuss the book Brag! The Art of Tooting Your Own Horn Without Blowing It by Peggy Klaus
 - Possibility of holding a workshop or invite the author, collaborating with Bookshop Santa Cruz.
 - Gender Pay Data
 - White House announcement National Equal Pay Day is April 7, 2014 due to the \$.77 pay difference between female dollar to male dollar.
 - Third attempt in Senate to pass the Paycheck Fairness Act. Failed in Senate.
 - Discussed radio show on NPR Marketplace regarding differences between men and women negotiating salaries.
 - If national average is \$.77, how is the City of Santa Cruz doing. Will work on comparing City classifications and bring information to next meeting in September.

Items Initiated by Members for Future Agendas

- Outreach Sub-Committee
 - Revisit Book Club
 - Update on Gender Pay Data
- Possibility of new EEO Committee member
 - Member Holmes appointment expires June 30, 2014. Not eligible for reappointment.
- Update on first complaint of 2014
- EEO election at September Regular Meeting
 - Chair and Vice-Chair elections.

Action Adjournment

At 2:15 pm Chair Landers adjourned the meeting to the next regularly scheduled meeting on Thursday September 25, 2014 at 1:30 p.m. in Council Chambers. (Later rescheduled to Wednesday September 24, 2014 due to Rosh Hashanah.)

Additional Information

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