



**Equal Employment
Opportunity Committee
Regular Meeting Agenda
1:30 PM – 3:30 PM
Wednesday – November 16, 2016
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 8, 2016 Regular meeting
 - Motion to approve as submitted
 - Those *present* at the meeting of September 8, 2016 may vote to approve the Minutes, including changes: Amy Chirman, Katherine Donovan, Dara Herrick, Heather Sawyer, Valerie Simmons, Adam Spickler, and Filipina Warren (arrived at 1:47 pm following the Annual Officers Election).
 - Those *not present* at the meeting of September 8, 2016 may also vote to approve the Minutes, but only to the extent they are verifying their absence is properly recorded: Jim Frawley, Arturo Villaseñor.

General Business

1. Review Draft 2016 EEO Committee Annual Report (including 2017 Objectives)
 - Staff McMullen
 - Annual Report Ad Hoc Subcommittee: Donovan (Overview, Respectful Workplace); Chirman, Simmons, Spickler, Warren (Salary Demographics); Simmons (Complaint Analysis and Workforce Demographics)
 - HR Analyst Janice Lum (Training)
2. Review EEO Committee Goals & Action Items; Update as Needed For 2017
 - All
3. Discuss Presentation Content for Upcoming Quarterly Supervisor/Manager Meetings
 - All

The City of Santa Cruz does not discriminate against persons with disabilities.
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
Regular Meeting
Agenda of November 16, 2016 - 1:30 PM**

Information Items – No action may be taken

1. Legal Update
 - Staff liaison Joe McMullen
 - *A legal update was not prepared for this meeting*
2. Summary of Discrimination Complaints and Outcomes
 - Staff liaison Joe McMullen
 - 2016 Complaint Log
3. Training Update
 - HR Training & Development Manager Janice Lum

Subcommittee/Advisory Body Oral Reports

1. Salary Demographics Ad Hoc Subcommittee Update
 - Chirman, Simmons, Spickler, and Warren
2. Update on Status of the Proposed Respectful Workplace Policy (new Administrative Procedure Order) and related changes to APO II-1a, Council Policy 25.2, Personnel Rule 1.2a, and Municipal Code Chapter 9.83/New Ordinance updating Ordinance 92-11.
 - Chair Donovan; Staff McMullen

Items Initiated by Members for Future Agendas

Adjournment

The Equal Employment Opportunity Committee will adjourn from the regular meeting of Wednesday November 16, 2016 to the next regularly scheduled meeting on Thursday February 9, 2017 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.