

DRAFT

**MINUTES
SAN JOAQUIN COUNTY
EQUAL EMPLOYMENT OPPORTUNITY ADVISORY COMMITTEE (EEOAC)**

**June 5, 2024
3:00 P.M.**

**San Joaquin County Administration Building
Video Conference via Microsoft Teams**

I. Call to Order

Nadeja Steager, Chair, called the meeting to order at 3:12 pm

II. Roll Call

Present: Dominic Biles, Abraham Mendoza, Sharon Solero, Nadeja Steager, Douglas Vigil

Absent: Gina Castellano

HR/EEO Office

Present: Constance Bibbs, Michael Lee, Oriana Maghoney, Lisa Nebe, Rachel Novetzke, Erica Sadberry

III. Introduction of New Committee Members

Nadeja Steager introduced and welcomed the new Committee member Dominic Biles who will serve as our member at-large.

IV. Approval of the Minutes

A. December 6, 2023

A motion was made by Douglas Vigil to approve the December 6, 2023, minutes. The motion was seconded by Sharon Solero. The motion carried unanimously. The minutes were approved.

V. Self-Introduction

A. Visitors in Attendance

Joe Hernandez (Assessor-Recorder-County Clerk), Patricia Lord (Ag Commissioners), Katherine Maes (DCSS), Katherine Medeiros (San Joaquin General Hospital), Darlene Solorio (Emergency Medical Services), Armando Valerio (Public Health Services)

VI. Public Comments

None.

Note: If you need disability-related modification or accommodation in order to participate in this meeting, please contact the EEO Office at (209) 468-3374 at least 48 hours prior to the start of the meeting. Government Code Section 54954.2(a).

DRAFT

VII. Nomination and Election of 2024 EEOAC Chair and Vice-Chair

Nadeja Steager Provided a brief overview of the Chair and Vice-Chair roles/responsibilities and opened the floor for nominations and recommendations for committee Chair. Douglas Vigil self-nominated. Sharon Solero nominated Nadeja Steager. Douglas Vigil withdrew his nomination. A motion was made by Rachel Novetzke to nominate Nadeja Steager as EEOAC Chair. The motion was seconded by Dominic Biles. The motion carried unanimously. Nadeja Steager was voted as 2024 EEOAC Chair.

Nadeja Steager opened the floor for Vice-Chair nominations. A motion was made by Abe Mendoza to nominate Douglas Vigil. The motion was seconded by Nadeja Steager. The motion carried unanimously. Douglas Vigil was voted as 2024 EEOAC Vice-Chair.

VIII. EEO Program Report

Constance Bibbs reviewed the Rule 20 complaint status, the EEO Office has 26 Formal Complaints, the protected categories and/or conduct currently at issue are age, ancestry, race, medical condition, gender, gender expression, sex, sexual harassment, marital status, color, national origin, physical or mental disability, political affiliation or belief, religion, creed, and retaliation. Of those 26 complaints, about 6 of these complaints are either closing within 30 days or are in the final stages of the complaint process. Currently the EEO Office has received 0 requests for an Appeal Hearing.

Constance Bibbs informed the committee of some common themes occurring in many of the complaints which were: retaliation for speaking out about real or perceived unfair or poor labor practices, communication breakdown, or lack of respectful communication, bullying, or feeling targeted, racial insensitivities and/or implicit and unconscious bias.

Douglas Vigil made a request that a copy of the EEO program report be provided to the Committee for reference.

IX. Old Business

A. Updated EEOAC Roster

Updated EEOAC Roster was provided to all committee members.

B. Updated 2024 EEOAC Calendar

Updated 2024 EEOAC Calendar was provided to all committee members.

X. New Business

A. Discussion on EEO Plan Objectives

Nadeja Steager gave a brief overview of what the EEO Plan sub-committee entails and asked for volunteers to join the sub-committee. Nadeja Steager, Sharon Solorio, Dominic Biles, Abe Mendoza, and Katherine Maes volunteered.

Constance Bibbs added that communication would be sent out to EEO Coordinator's for those who may have an interest in being involved and connecting them with the sub-committee. Nadeja Steager announced that this is an open invitation and to reach out to the EEO office for those that are interested in joining.

Note: If you need disability-related modification or accommodation in order to participate in this meeting, please contact the EEO Office at (209) 468-3374 at least 48 hours prior to the start of the meeting. Government Code Section 54954.2(a).

B. Establish EEO Plan Sub-committee

Nadeja Steager gave a brief overview of what the EEO Plan sub-committee entails and asked for volunteers to join the sub-committee. Nadeja Steager, Sharon Solorio, Dominic Biles, Abe Mendoza, and Katherine Maes volunteered.

Constance Bibbs added that communication would be sent out to EEO Coordinator's for those who may have an interest in being involved and connecting them with the sub-committee. Nadeja Steager announced that this is an open invitation and to reach out to the EEO office for those that are interested in joining.

C. Vote to Host 2024 Diversity Luncheon

Nadeja Steager opened the voting to move forward with the luncheon and if approved would be held on October 18, 2024, at the Ag Center.

A motion was made by Douglas Vigil to host the 2024 Diversity luncheon. The motion was seconded by Dominic Biles. The motion carried unanimously and was approved.

D. Establish Luncheon Sub-committee

Nadeja Steager asked for volunteers for the luncheon sub-committee. Nadeja Steager, Sharon Solorio, and Dominic Biles volunteered. Nadeja Steager asked for the coordinators to be canvased for volunteers. Oriana Maghoney responded that Constance Bibbs would reach out to the EEO Coordinators to solicit support.

E. Annual Presentation by HR Employment Services

Michael Lee presented the HR Employment Services slide show presentation to the Committee. The presentation included an overview of the Employment Services department. The recruitment and selection process were covered, including statistics of vacancy rates, and applications by gender and ethnicity.

Michael Lee gave an overview of the testing process and the EEO Plan data was also presented for review. Michael Lee reviewed employment services strategic priorities and discussed the future outreach efforts including social media, brochures, job fairs, coordination with other departments, internship opportunities, websites and incentive bonuses.

Nadeja Steager asked if the slides could be shared with the Committee. Michael Lee responded that they would be shared.

Douglas Vigil asked about the testing process for disabilities. Oriana Maghoney responded that reasonable accommodations are made when requested.

XI. General Comments

A. Upcoming Agenda Topics

None.

Note: If you need disability-related modification or accommodation in order to participate in this meeting, please contact the EEO Office at (209) 468-3374 at least 48 hours prior to the start of the meeting. Government Code Section 54954.2(a).

B. Additions to Agenda:

Douglas Vigil provided suggestions on the livestream and past recording on YouTube. He requested the livestream and video of past meetings include a captions.

XII. Public Comment

Douglas Vigil wanted to thank everyone for the opportunity and being understanding and patient and looks forward to working with everyone. Oriana Maghoney responded by welcoming the advocacy and the engagement.

Darlene Solorio (virtual attendee) inquired in the chat room asking what the Diversity luncheon covers. Oriana Maghoney provided an explanation.

XIII. Upcoming Meetings

- August 7, 2024
- October 2, 2024
- December 4, 2024

Next Meeting: August 7, 2024, at 3:00 pm, location 44 N. San Joaquin St. Room 146

XIV. Adjournment

The meeting adjourned at 4:33 pm.