

COUNTY OF SACRAMENTO

EQUAL EMPLOYMENT OPPORTUNITY ADVISORY COMMITTEE

[Zoom Meeting Link](#) or
1-669-900-9128 (ID: 840 6789 8541 & Passcode: 054101)

September 27, 2021
3:30 pm

MINUTES

I. **Call to Order**

Ms. Gin, Vice Chair, brought the meeting to order; quorum present at 3:32 pm.

Members Present: Courtney Bailey-Kanelos, Kimberly Gin, Chris Jenkins, Brandon Luke, Robert Reisig, Martin Ross, Monica Stephens, Kristy Lac, Doug Sloan & Jerry Yamashita

Members Excused: Patrice Pratt, Rami Zakaria

Members Absent: Amar Shergill

Staff Present: Cori Stillson and Richard Chang

II. **Approval of Meeting Minutes**

- Ms. Gin entertained a motion to approve the [August 23, 2021](#), Meeting Minutes. Mr. Ross moved to approve the minutes and Ms. Bailey-Kanelos seconded. The motion to approve the minutes carried with all in favor.

III. **Communications** (EEOAC Chair or EEO Office):

- Ms. Gin thanked the committee for their budget suggestions and Ms. Stillson noted suggestions were ranked by the number of times a topic appeared that resulted in the [2022-2023 County Budget Priorities Submitted](#).
- The Governor signed emergency legislation to allow virtual meetings to continue during the pandemic; EEO will request the Clerk of the Board to confirm.

IV. **Unfinished Business**

1. **Workforce Statistics Reports** (Discussion limited to 5 minutes)

- a. A review of the following reports occurred: [General Services 2020](#), [Public Defender 2020](#), [Sheriff's 2021](#), [Airports 2021](#), and [General Services 2021](#).

General Services: discussion occurred about low numbers/percentages for women overall and minorities in some job categories. An invite will request a representative attend a meeting to address the low numbers/percentages. In

addition, the efforts/strategies in place for outreach/recruitment activities, promotional and hiring opportunities to increase a diverse workforce representative of the County. Ms. Stillson noted the EEO Office could provide the committee the list of job class titles within each category.

Sheriff's (SSD): discussion occurred about job titles within Protective Service Workers category. Captain Luke confirmed sworn personnel representing this category include Sheriff's Deputies, Security Officer, and Community Services Officers. SSD does a great job with recruitment, yet the numbers do not reflect those efforts. A struggle exists to increase female and minority personnel numbers that SSD would like to see, in part because SSD competes with other law enforcement agencies, the academy is unpaid, and the current social climate.

Airports: discussion occurred about the unbalanced numbers/percentages for women and minorities in job categories. For example, there are a high percent of minorities in Service Maintenance and Skilled Craft Workers, and low percent in Officials/Administrators, or low percent for women in Officials/Administrators, Protective Services, Skilled Craft Workers or Service Maintenance.

Discussion occurred about general outreach, recruitment and collaborate department efforts that include women and minority representatives, in various job class title, participate to attract diverse individuals into County employment. The committee suggested reaching out and going to various community-based clubs, nonprofits, and organizations to introduce County employment, available jobs, and build community relationships to become an employer of choice. An invite will request Sandra Paschal, Talent Acquisition and Development Manager (County Recruitment Team), attend a meeting to provide updates about their efforts, the ideas explored and introduce ideas discussed for consideration.

V. Open Discussion & Public Comment: None

- Discussion occurred about the lengthy time from the recruitment, application, testing, list establishment, interviewing processes to hiring. A suggestion was to bring up the topic with Sandra to gain her perspective. Another suggestion, after marketing the County as a career choice and hiring people into entry-level positions, was to coach employees on attaining positions based on their interests, education and experience.

Quorum was lost at 4:45 pm. General open discussion occurred until the meeting ended at 4:57 pm.

cc: Joseph Hsieh, Acting Director, Department of Personnel Services