

COUNTY OF SACRAMENTO

EQUAL EMPLOYMENT OPPORTUNITY ADVISORY COMMITTEE

County Administration Building
700 H Street, 5th Floor Training Room
Sacramento, CA 95814

February 27, 2017
3:30 pm

MINUTES

I. **Roll Call**

The meeting was brought to order by Chairperson Michael Craft. Roll was called. A quorum was present.

Members Present

Michael Burks, Michael Craft, Patrick Hunter, Jill LaVine, Brandon Luke, Terrie Porter, Jessica Waterford, and Rami Zakaria

Members Excused

Jennifer Avalo, Michael Peterson, and Eugene Willis, Jr.

Members Absent

None

Staff Present

Cori Stillson and Ellen Humphrey

II. Approval of Minutes

Mr. Craft entertained a motion to approve the Minutes of the January 23, 2017 meeting. It was so moved by Mr. Zakaria and seconded by Lt. Luke. The motion was carried and approved by the Committee.

III. New Committee Member

Mr. Craft introduced a new member, Jessica Waterford, to the Committee. Ms. Waterford will be holding a Citizen Member seat.

IV. Special Guests

Sandra Paschal, Esther Garcia-Negrete and Joshua Bartholomew from the Employment Office discussed the Employment Services Recruitment Team with the Committee. The team is new to Personnel Services this year whose aim is to assist departments Countywide in recruitment and retention strategies for County employment. Different methods and incentives are being evaluated as they are seeing fewer applicants due to competition with other Counties and private sector. Discussion ensued regarding areas of consideration such as flexibility in the hiring process, benefits, video presentations, social media advertising and funding.

V. New Business

Identification of Focus Areas

The Committee continued their discussion regarding diversity in the County workforce and efforts that could be made to help minorities prepare for and promote into upper level management positions.

VI. Workforce Statistics Reports

Sheriff/Correctional Health

Sheriff/Correctional Health Workforce Statistics Report was tabled until the March 2017 meeting.

VII. Open Discussion

The information presented by the Employment Services Recruitment Team lead to the discussion regarding the use of County's technology towards recruitment, retention and promotions and how these processes can be improved upon and

streamlined. Current employees and new hire candidates could benefit from online tools such as career planning, ease at finding out educational and skill set requirements for promotions, job descriptions specific to jobs within a particular department instead of an overall general job classification, and the use of online training videos to assist with professional growth and personal development.

With no further questions or comments, Mr. Craft entertained a motion to table the Sheriff's Workforce Statistics to March 2017 and close the meeting. The motion was so moved by Mr. Burks and seconded by Mr. Zakaria. The meeting adjourned at 4:53 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Michael Craft', written in a cursive style.

Michael Craft, Chair

Equal Employment Opportunity Advisory Committee to the Sacramento County Board of Supervisors

MC/eh

cc: David Devine, Director, Department of Personnel Services