

**ADVISORY COUNCIL ON EQUAL EMPLOYMENT OPPORTUNITY (ACEEO)**

**Eric Maldonado, Chair  
Kelli Collins, Vice Chair**

**Meeting Minutes**

**March 25, 2022  
ZOOM Meeting**

**1. Introductions/Call to Order- 09:35 a.m.**

Eric Maldonado called the meeting to order.

Kelli Collins, Angela Malala, Mark Pighin, Roosevelt Gipson Jr., Amrita Kaur, Lara DeLaney, Allwyn Brown, Antoine Wilson (staff), Piedad Fracasso (staff), Karen Caoile, Risk Management Director, Jennifer Quallick, District 2 Representative (visitor), Fabiola Quintero (visitor) and Miguel Mauricio (visitor) were present.

**2. Public Comment**

Fabiola Quintero stated that she works in the Employment and Human Services Department (EHSD), as a Social Worker, and had interviewed for Union Seat #1. Miguel Mauricio stated that he is a law student and had interviewed for Community Seat #4.

**3. Approval of the Minutes**

There was a motion to approve the February 25, 2022, minutes by Mark Pighin and seconded by Roosevelt Gipson, Jr. The minutes were approved.

**4. Review and Discuss the 2017 – 2022 Contra Costa County Office of Equal Employment Opportunity (EEO) Five-Year Strategic Plan**

Antoine Wilson gave an overview of when, how and why this strategic plan was developed. The plan was developed by Antoine Wilson, Sharon Hymes-Offord, and Phil Arnold as a roadmap for EEO to successfully navigate its future and to track how goals and objectives were being met.

**5. Update from Sub-Committee on Small Business Enterprise (SBE) Webpage and Documents**

Lara DeLaney, Antoine Wilson, and Cindy Shehorn, Public Works, Procurement Services Manager, met on March 15, 2022, to discuss SBE related WEB pages and outdated outreach documents. They discussed and agreed on the topic of raising the threshold for SBE contracts to \$200,000 to be the same as for County department contracts. The ACEEO will make this recommendation to the Board of Supervisors (BOS).

**6. Hiring Outreach Oversight (H2O) Committee Meeting Update**

The H2O Committee held a special meeting on March 24, 2022, to conduct ACEEO member interviews for Fabiola Quintero, Union Seat #1, Miguel Mauricio, Community Seat #4, and Leonard Ramirez, Veteran's Seat. All were approved and are now awaiting BOS appointment.

**7. Review and Discuss ACEEO 2022 Strategic Plans**

- Continue to stay abreast of updates and progress of the Office of Racial Equity and Social Justice (ORESJ)
- Fill vacant seats and have them be reflective of the communities we serve. Contact unions to assist us in filling the vacant Union seat.
- Have succession plans in place for qualified leaders to fill future seat vacancies.
- Continue to have speakers from County departments to update us on their accomplishments.
- Small Business Enterprise (SBE) contracts and updates
- Promote the ACEEO to County employees as well as the community

#### **8. Roundtable/Public Comment**

- Lara Delaney shared the website for the ORESJ: <https://ccccoresj.org>
- Lara DeLaney stated that she will share contact information for Charles Brown III, Workforce Development Board, The Community Care Coalition, and a comprehensive list of Community Based Organizations (CBO's).
- Eric Maldonado inquired about the new 5-Year Strategic Plan. Antoine Wilson stated that he will work with Risk Management and HR to have the new plan ready by the end of summer 2022. He will review it with the ACEEO prior to submitting it to the H2O Committee.
- Piedad Fracasso stated that the ACEEO has 4 seats that expire in November 2022. They are Education, Disability, Community Seat #3, and Management Seat #1.
- Piedad Fracasso stated that we currently have someone interested and waiting to be interviewed for the ACEEO Business Seat.
- Piedad Fracasso reminded members that Brown Act Training must be completed every 2 years.
- The next ACEEO meeting will be on April 22, 2022.

#### **9. Adjourn: The meeting adjourned at 11:04 a.m.**