

**ADVISORY COUNCIL ON
EQUAL EMPLOYMENT OPPORTUNITY**

August 23, 2019

9:30 a.m. – 11:30 a.m.

651 Pine St, 1st Floor,

Room 105

Martinez, California 94553

**Marilynn Schuyler, Chair
Oscar Dominguez, Vice Chair**

Meeting started at 9:40 a.m.

Meeting Attendees: Oscar Dominguez, Mark Pighin; Roosevelt Gipson Jr.; Tracey Walker; Linda Mason; Jena Williams, Dr. Michelle Hernandez; Piedad Fracasso (Staff); Shannon Ladner-Beasley-visitor/speaker & Tiffany Patterson- visitor (WEX Trainee); Sean Kearns – Visitor (Field Representative - Office of Assembly member Jim Frazier)

1. Introductions/Rollcall – See meeting attendees

2. Reviewed and Approved the July 26, 2019 minutes.

3. Public Comment - None

4. Speaker – Shannon Ladner Beasley, Director, Contra Costa Area Health Education Center Contra Costa Health Services (AHEC).

Shannon shared that the AHEC is responsible for the following:

- Working for racial equity and shared power by reaching out to train high schools, trade schools and college aged individuals to provide paid internships.**
- The Federal Government stipulates that they must reach out to the most vulnerable, regardless of their ability to pay,**
- Provide residency training for participants.**
- Dismantle institutional racism.**
- Teaching our young people about proper healthcare, nutrition, environment, physical activity and access to healthcare**
- Partnering with Alameda County who provided EMT training with CCC.**
- Provide Navigation classes**
- Building the Community**

5. Discussed the Brown Act Training and obtained certificates from those who attended (George, Mark, Roosevelt, Tracey, Dr. Michelle)

6. Onboarding Document was approved and it was recommended that it be sent to the H2O committee for approval.

7. Approved all components of the Welcome Kit. The committee recommended that it be sent for approval.

8. Strategic Planning for 2019

- a) Continue to advertise our committee and the available open seats.**
- b) Review of Hiring Outreach Oversight Committee Report - H2O Report (2019-2020) (September)**
- c) Continue to invite other speakers especially department heads and managers.**

Some examples are listed below:

- Veterans Services
- David Twa, CAO (October)
- Mr. Gould - Small Business Outreach
- One of the Supervisors, Glover or Anderson
- County Counsel

9. Roundtable Discussion:

- a) George will check the availability of the Workforce Development Conference Room for our ACEEO meetings.
- b) September Meeting
 - Review Hiring Outreach Oversight Committee Report (H2O Report 2019-2020)
 - ACEEO website updates
 - Admin Bulletins as part of the New Hire Process
 - Discuss recommended changes made to Admin Bulletins 427.1 (Reasonable Accommodation) and 429.4 (Unlawful Discrimination)

10. The committee adjourned at 11:17 a.m.