

ADVISORY COUNCIL ON EQUAL EMPLOYMENT OPPORTUNITY (ACEEO)

**Eric Maldonado, Chair
Amrita Kaur, Vice Chair**

Meeting Minutes

September 23, 2022

ZOOM Meeting

1. Introductions/Call to Order- 09:31 a.m.

Eric Maldonado called the meeting to order.

Lara DeLaney, Roosevelt Gipson Jr., Fabiola Quintero, Karen Caoile, Risk Management Director, Piedad Fracasso (staff), Jennifer Quallick, District 2 Representative (visitor) were present.

Absent: Mark Pighin, Miguel Mauricio, Amrita Kaur, Angela Malala, Leonard Ramirez, Allwyn Brown, Antoine Wilson (staff)

2. Public Comment

No public comment

3. Approval of the July 22, 2002, Minutes

There was no quorum. The August 26, 2022, minutes will be approved at the October 28, 2022, ACEEO meeting.

4. Review and Discuss the SBE Sub-Committee Findings and Recommendations

Lara DeLaney thanked Miguel Mauricio for his work on the sub-committee and for documenting their findings. She stated that issues and questions remain that need to be resolved. The consensus was that more sub-committee meetings are needed. They will meet next on October 14, 2022. The findings and recommendations will be presented after that time. The items of concern are listed below:

- Improve contract tracking efforts to hold non-SBE contractors accountable for sub-contracting requirements.
- Require contractors that receive government contracts and do not qualify as an SBE to set aside a portion of their subcontracts for SBEs.

5. Discuss the Latest Department Workforce Data

Eric Maldonado asked if there is a report showing a year-to-year analysis of department workforce data. He asked that this item be deferred to next month. Karen Caoile agreed that a year-over-year reporting would be good to show how County is doing.

6. Discuss Member Seats Expiring in November 2022

Piedad Fracasso stated that four seats are expiring in November. She asked the affected members to submit an email to her stating their desire to continue in their current positions. The expiring seats are:

- Community Seat #3 (Eric Maldonado)

- Management Seat #1 (Lara DeLaney)
- Education Seat (Roosevelt Gipson, Jr.) has submitted an email to staff.
- Disability Seat (Mark Pighin)

7. Roundtable/Public Comment

- Piedad Fracasso stated that the next Hiring Outreach Oversight Committee meeting is on September 26, 2022. The Labor-Trade Seat vacated by Kelli Collins will be declared vacant. There was a discussion about how best to advertise the vacancies for Business Seat, Labor-Trade Seat, and Union Seat #2. Karen Caoile stated that with the completion of union contract negotiations, Antoine Wilson should again reach out to the unions.
- Karen Caoile stated that she believes Human Resources (HR) had been invited to speak about the data Antoine Wilson uses for workforce data reporting. The HR Manager position is currently vacant, so they do not have a presenter.
- Piedad Fracasso stated that Rubicon is hosting information sessions about the Microbusiness & Nonprofit COVID-19 Relief Grants to encourage microbusinesses and nonprofits to apply.
- Piedad Fracasso stated the importance of informing ACEEO Staff when members will not be able to attend a meeting. The meeting will be canceled when a quorum is not expected.
- The next ACEEO meeting will be on October 28, 2022.

8. Adjourn: The meeting adjourned at 10:01 a.m.