

DATE: April 8, 2016  
TO: Hiring Outreach Oversight Committee  
FROM: Antoine Wilson, EEO Officer  
RE: County of Alameda Walkthrough

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On Thursday, April 7, 2015, Kate Rauch, District Coordinator for Supervisor John Gioia, Dominic Aliano, District IV Representative for Supervisor Mitchoff, and Antoine Wilson met with County of Alameda staff to discuss their Step Up program to obtain a better understanding of its intricacies. Contra Costa County is considering adopting a similar program, Bridge to Success (BTS), which is based on the Step Up program.

The three of us met with Dominique Burton Assistant Diversity Programs Manager and Monique Hill, Human Resources Analyst/Step-Up Coordinator at the Alameda County Clerk-Recorder's Office. Alameda County developed Step-Up to be a collaborative venture where Diversity Programs, Human Resources (HR) and the California Department of Rehabilitation collaborate to make it a successful program.

Diversity Programs, which is equivalent to Contra Costa County's Office of EEO, monitors the Step-Up program, undertakes metrics on effectiveness, acts as a resource and liaison with the responsibilities of promoting and developing the program. HR provides day to day program coordination and support through the selection process, employee performance evaluations and partnering to promote the program. The DOR provides certification for disabled employees, assists with recruitment and acts as a training consultant, resource and community link.

Alameda's program was implemented in January 2001. As of February 2016 there have been 35 appointments. In order for individuals to qualify for this program the candidate must:

- Be considered severely disabled by the DOR;
- Possess the minimum qualifications for the job;
- Be able to perform the essential functions of the job with or without reasonable accommodations.

We were fortunate to meet with several of the program participants and given a chance to ask them questions. We also were able to speak to some of the supervisors who manage the Step-Up employees. There was positive feedback from all that we spoke with about this program. The participants expressed their happiness to have a job where they were able to make livable wages, and obtain a good healthcare and pension plan. The participants also stated that it was a great feeling to be able to contribute positively to the workforce and society.