



HIRING OUTREACH OVERSIGHT COMMITTEE

RECORD OF ACTION

August 8, 2016

9:00 A.M.

651 Pine Street,
Room 101

Supervisor Karen Mitchoff, Chair
Supervisor John Gioia, Vice Chair

**Agenda
Items:**

Items may be taken out of order based on the business of the day and
preference of the Committee

Present: Karen Mitchoff, Chair
John Gioia, Vice Chair
David Twa, County Administrator

Staff Present: Antoine Wilson, Staff

Attendees: Bob Campbell, Auditor/Controller
Allison Picard, Chief Assistant CAO
Sharon Hymes-Offord, Risk Manager
Lisa Lopez, Assistant HR Director
Victoria Mejia, Administrative Services Officer,
Conservation and Development
Phil Arnold, Consultant

1. Introductions

Chair Mitchoff convened the meeting at 9:00 a.m.

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).

No public comment was given.

3. RECEIVE and APPROVE the Record of Action for the May 9, 2016 HOO meeting.

The Record of Action was approved by the Committee.

AYE: Chair Mitchoff and Vice Chair Gioia
Passed

4. ACCEPT and RECEIVE the County's departmental strategic outreach and recruitment plans as recommended by the EEO Officer.

The Committee received the report but requested that additional information be provided.

5. ACCEPT the BTS revised proposal as presented by Allison Picard.

The Committee accepted the BTS revised proposal.

AYE: Chair Karen Mitchoff, Vice John Gioia
PASSED

6. CONSIDER adopting a bi-monthly or quarterly meeting schedule of the Hiring Outreach Oversight Committee to allow more time to research and develop reports for presentation to the Committee.

The Committee agreed to a bi-monthly meeting schedule effective immediately.

AYE: Chair Karen Mitchoff and Vice Chair John Gioia
Passed

7. The next meeting is currently scheduled for September 12, 2016.

8. Adjourn

The Hiring Outreach Oversight Committee will provide reasonable accommodations for persons with disabilities planning to attend Hiring Outreach Oversight Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Hiring Outreach Oversight Committee less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 3rd floor, during normal business hours.

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

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