



To: Hiring Outreach Oversight Committee
From: Antoine Wilson, EEO Officer
Re: Management Seats
Date: June 7, 2021

At the March 1, 2021 meeting, Vice-Chair Gioia requested staff to review the historical documents pertaining to the Management Seat on the Advisory Council on EEO (ACEEO). There were questions about who can apply for the position (whether represented or non-represented employees), and how were the candidates selected in the past. Below is a list of documents staff created and/or reviewed to address the concerns:

- 1991 Board Order Establishing the ACEEO;
- ACEEO bylaws;
- May 25, 2010 and June 27, 2011 press releases;
- List of available seats and current membership;
- History of the two management seats;
- Contact the 9 Bay Area Counties to determine what their requirements are to fill the seats on their EEO Councils;
- Create chart to compare the results; and
- May 5, 2021 ACEEO Press Release

The aforementioned documents are attached to this memo for your perusal. EEO met with the CAO's office and the Clerk of the Board to gather more information about the history of the Management seat. The CAO's Office provided staff with the 1991 Board Order Establishing the Advisory Council on EEO (ACEEO). This document stated that the CAO would recommend the Management seat members to the ACEEO.

EEO reviewed press releases that were dated May 25, 2010 and June 27, 2011 announcing vacant seats. The June 27, 2011 letter showed that the committee is looking for 2 employees who represent County management. There was no distinction whether or not the County employee was represented or not.

EEO reviewed the rosters of former ACEEO members and the seats held from 1991-present. Represented and unrepresented employees both held these seats for the last 30 years. For Management seat 1 there were four represented employees who held the seat in the last 30 years. They held the seat for a total of 15 years. For Management Seat #2, there were two represented employees who held the seat for 8 years in total. The

document indicated that employees in all County management classifications historically held this seat.

EEO contacted the 9 Bay Area Counties to determine if they had similar committees and to understand their processes for selecting employees to serve on them. The City and County of San Francisco, Napa, Solano and Sonoma counties did not a similar committee in their respective organizations. We included San Joaquin and Sacramento Counties to obtain more information to compare and contrast. Below is a synopsis of what was discovered:

Alameda County

The Human Relations Commission consists of sixteen members to be appointed in each case by the Board of Supervisors as follows: each board member will nominate three members and the Alameda County mayors' conference will nominate one member.

Marin County

The Personnel Commission will review the applications and make initial selections at their quarterly meeting for the Equal Employment Advisory Committee.

Sacramento County

The Equal Employment Opportunity Advisory Committee consists of fifteen members appointed by the Board of Supervisors. Four County department heads appointed from nominations submitted to the Board by the County Executive; Four representatives of recognized employee organizations appointed from nominations submitted to the board by recognized employee organizations.

San Joaquin

The EEO Advisory Committee (EEOAC) is a community-based committee representing All EEOAC members are appointed by the Board of Supervisors and serve two-year terms.

San Mateo

Four County department heads appointed from nominations submitted to the Board by the County Executive. Four representatives of recognized employee organizations appointed from nominations submitted to the board.

Santa Clara

The Commission of Equal Access and Employment Opportunity consists of 7 members with 5 members allocated equally among the five supervisorial districts and 2 additional members to be appointed by the President of the Board of Supervisors.

Santa Cruz

All EEOAC members are appointed by the Board of Supervisors and serve two-year terms.

TO: BOARD OF SUPERVISORS
FROM: INTERNAL OPERATIONS COMMITTEE
DATE: June 24, 1991
SUBJECT: STATUS REPORT ON AFFIRMATIVE ACTION PLAN AND ACCOMPLISHMENTS



Contra
Costa
County

SPECIFIC REQUEST(S) OR RECOMMENDATION(S) & BACKGROUND AND JUSTIFICATION

RECOMMENDATIONS:

1. Adopt the attached Draft Affirmative Action Plan as the Affirmative Action Plan for Contra Costa County government.
2. Agree to create a nine-member Advisory Council on Equal Employment Opportunity to serve as an advisory committee to the Board of Supervisors regarding the implementation of the County's Affirmative Action Plan. The Council will review the Affirmative Action Program and recommend actions to facilitate attainment of the County's goal for affirmative action. Four members shall represent women, minorities and other protected groups; one member shall represent the disabled; two members shall represent employee organizations; and two members shall represent County management. Terms shall be for three years, effective November 1, 1991. Of the initial appointees, terms shall be staggered so that three expire October 31, 1992, three expire October 31, 1993 and three expire October 31, 1994. Thereafter, all terms shall be for three years. No individual may serve more than a total of six years, excluding any one or two year terms the individual may have served when the advisory council was first formed.
3. Request the Affirmative Action Officer to contact groups which would be representative of women, minorities, the

CONTINUED ON ATTACHMENT: Yes YES

SIGNATURE:

RECOMMENDATION OF COUNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
APPROVE OTHER

SIGNATURE(S):

ROBERT I. SCHRODER

SUNNE WRIGHT McPEAK

ACTION OF BOARD ON

July 9, 1991

APPROVED AS RECOMMENDED X OTHER

4. Request the Director of Personnel to contact all recognized employee organizations as well as the Central Labor Council, indicating that the two seats for employee organizations are available and inviting applications. All applications should be forwarded to the Internal Operations Committee in time for our Committee's October 14, 1991 meeting.
5. Request the County Administrator to recommend two management employees to the Internal Operations Committee in time for our Committee's October 14, 1991 meeting.
6. Request the County Administrator and County Counsel to explore the implications of establishing as a goal for the County's Affirmative Action Program that employment would be at parity with the racial and ethnic distribution of the general population of working age in Contra Costa County, as reflected in the 1990 census figures.
7. Direct all Department Heads in the County to provide the County Administrator with an implementation plan for how the County's Affirmative Action goals will be implemented in each department and direct the County Administrator to return to our Committee on October 14, 1991 with a summary of those plans.
8. Request the Affirmative Action Officer to update the detailed salary charts on an annual basis and forward them to the Board of Supervisors.
9. Request the Affirmative Action Officer to return to our Committee on December 9, 1991 with her next semi-annual report on the progress which has been made in hiring women and minorities at various levels in County government. This report should cover the period January 1, 1991 through June 30, 1991. The format and content of the most recent semi-annual report would be most acceptable for this report.

BACKGROUND:

For the past several years, our Committee has been overseeing the progress County government has been making in the Affirmative Action and MBE/WBE areas. We last reported to the Board on this subject December 18, 1990 at which time the Board directed that a number of activities be undertaken, including the redrafting of an Affirmative Action Plan for the County.

On June 24, 1991 our Committee met with the County Administrator, Affirmative Action Officer, County Counsel's Office, representatives of several County Departments and a number of representatives of minority organizations and other concerned citizens.

Our Committee received and reviewed with staff the report from the Personnel Department on the progress which has been made in the County's Outreach and Recruitment Program, which has been most successful in recruiting additional women and minority candidates for County positions. We have not attached this report to our report since it has previously been forwarded to the members of the Board of Supervisors.

Our Committee also received and reviewed with the Affirmative Action Officer the attached report on the progress which has been

Henry Lane of the County Democratic Central Committee and Ralph Hernandez of the Latino Peace Officers' Association
Jose Lopez of the Hispanic Coalition for Affirmative Action
Phil Bertenthal of the Contra Costa Legal Services Foundation
Sue Edwards on her own behalf
Joan Conley of the Mt. Diablo Education Association
Jeanne-Marie Rosenmeier of the Contra Costa Chapter of NOW
George Fujioka of the Asian Coalition
Paul Katz of Public Employees Union, Local 1
Mike Price, President of Fire Fighters Local 1230
Janet Johnson of the Advisory Committee on the Employment and Economic Status of Women
Eileen Bitten, Assistant Personnel Director
Ernesto Fresquez of the Hispanic Chamber of Commerce

Following testimony from all of those present who wished to address our Committee we formulated the above recommendations. While there was a good deal of testimony to the effect that the Advisory Committee should be larger, our Committee is concerned primarily that the Committee be composed of individual who are committed to Affirmative Action and are willing to put in the necessary time to make this process work. We will continue to evaluate the work of the Advisory Committee and will determine in the future whether it appears to be necessary to increase the size of the Advisory Committee.

We believe that the adoption of the attached Affirmative Action Plan is a historic step which will improve our County's efforts to achieve true and realistic equal employment opportunities for all individuals.

In order to make such a Plan work, it is necessary that each department develop and implement a plan which indicates how that department how that department will implement the Affirmative Action Plan. We are asking for such plans to be filed with the County Administrator and then our Committee within 90 days. We will forward those plans to the Board after we have reviewed them in October.

cc: County Administrator
Affirmative Action Officer
County Counsel
Director of Personnel
Each County Department Head (Via CAO)

BY-LAWS
OF THE
ADVISORY COUNCIL ON
EQUAL EMPLOYMENT OPPORTUNITY

ARTICLE I

MEETINGS:

Section 1: Regular Meetings. Regular Meetings of the ADVISORY COUNCIL ON EQUAL EMPLOYMENT OPPORTUNITY of Contra Costa County, hereinafter referred to as the "Advisory Council," or "Council" shall be held monthly at regular times and places as set by the Advisory Council.

Section 2: Special Meetings. A special meeting may be called at any time by the Chairperson of the Advisory Council or by a majority of the members of the Council, by providing notice to each member of the Council and to the Board of Supervisors, and by posting the information on the ACEEO website. The notice shall be posted at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted. The Council shall consider no other business at the meeting.

Section 3: Public Meetings. All regular and special meetings of the Advisory Council shall be open to the public in accordance with the Brown Act of the State of California and the Better Government Ordinance of Contra Costa County.

Section 4: Quorum. A majority of the members currently appointed to the Advisory Council shall constitute a quorum. A quorum is not necessary to conduct a meeting. The vote of a majority of a quorum shall be necessary to act except as otherwise noted in these by-laws.

Section 5: Order of Business. The normal order of business for regular meetings shall be determined by the Chairperson in consultation with members of the Advisory Council and with staff to the Advisory Council at the time of preparation of the meeting agenda or prior to conducting the meeting. The order of business of any meeting may be changed by the affirmative vote of a majority of the quorum of the Advisory Council during the meeting. The order of business shall include the following items not necessarily in the following order:

- A. Call to order
- B. Roll call
- C. Public comment
- D. Approval of minutes of previous meeting
- E. Report by staff
- F. Correspondence
- G. Report by chairperson

- H. Report(s) by Committee(s)
- I. Old business
- J. New business
- K. Public Comment on Non-Agenda Items
- L. Review Items for next Agenda
- M. Adjournment

Section 6: Rules of Order. The rules contained in the latest edition of Robert's Rules of Order shall govern the Advisory Council in all cases to which they are applicable and in which they are not inconsistent with the laws governing the Advisory Council and these by-laws, provided that any rule may be modified by majority vote of the Advisory Council.

Section 7: Tapes and Minutes. Each meeting shall be taped, and a written record that accurately reflects the agenda and decisions made at the meeting (minutes) shall be maintained. Copies of the minutes shall be distributed to all Advisory Council members at least one workweek prior to the next regularly scheduled meeting. The meeting tapes can be reviewed upon request at any time with prior notice to staff. The tape from each meeting will be erased one week after the subsequent meeting of the Advisory Council.

Section 8: Manner of voting. The vote of all questions coming before the Advisory Council shall be by voice vote, except by request of a member or staff that a roll call vote be taken, in which case the yeas, nays, and abstentions shall be entered into the minutes of such meeting. The Advisory Council shall attempt to reach a consensus; if unable to reach consensus, then a roll call vote may be taken. Additionally, if a consensus is not reached, then a majority vote is necessary to pass an action.

Section 9: Other Procedures. The Advisory Council may adopt, by majority vote, other rules, regulations and procedures as may be required for the orderly conduct of business.

Section 10: Absence of Advisory Council Members. After a Council member has three unexcused absences in a twelve-month period from regularly scheduled meetings, the Advisory Council may recommend formally to the Board of Supervisors that the member be removed.

ARTICLE II

MEMBERSHIP:

Section 1: The Board of Supervisors shall determine the number and composition of the members of the Advisory Council.

Section 2: All members of the Advisory Council are appointed by and serve at the pleasure of the Board of Supervisors.

Section 3: Matters of tenure of appointments and re-appointments are found in the enabling Orders of the Board of Supervisors and County Affirmative Action Plan.

Section 4: All Advisory Council members serve without compensation.

ARTICLE III

OFFICERS:

Section 1: Designation of Officers. The Officers of the Advisory Council shall be the Chairperson and the Vice-Chairperson.

Section 2: Nominations. Advisory Council members may propose candidates for Advisory Council office.

Section 3: Election of Officers. In November of each year, the officers of the Advisory Council shall be elected by a majority vote of the total current membership of the Advisory Council and shall serve for a term of one year commencing on and after the first meeting in November of each year. All officers shall continue to serve until a successor has been elected. No officer shall serve for more than two consecutive terms in one particular office unless this rule is set aside for that particular office by 2/3 vote of the current members. Any officer may be removed from office at any time for just cause on the vote of 2/3 of the current members.

Section 4: Vacancies of Officers. Any vacancy occurring among any of the officers by reason of death, resignation from office or removal of any officer shall be filled by a vote of a majority of all current members of the Advisory Council and the person filling the vacancy shall serve the remaining term of office.

Section 5: Powers and duties of the Chairperson. The Chairperson shall call the meeting to order at the appointed time; shall appoint all committees, subject to the approval of the Advisory Council; shall have all the powers and duties of the presiding officer as described in Robert's Rules of Order; and shall perform other duties as may from time to time be prescribed by the Advisory Council.

Section 6: Powers and Duties of the Vice-Chairperson. The Vice-Chairperson shall have all the powers and perform all the duties of the Chairperson in the absence or inability of the Chairperson to act. The Vice-Chairperson shall perform such other duties as may from time to time be prescribed by the Advisory Council or by the Chairperson.

ARTICLE IV

COMMITTEES:

Section 1: Committees. The Chairperson from time to time may establish committees, composed of members of the Council, define their powers and duties consistent with the Council's mandate as stated in Part IV of the County's Affirmative Action Plan, and appoint the members thereof subject to the approval of the Advisory Council.

Section 2: Each subcommittee shall have a chairperson. The Chairperson of the Advisory Council shall be an ex-officio member of all committees of the Advisory Council and shall be notified of all meetings. A list of members and participants of each committee shall be kept and a copy given to the Advisory Council staff person. Committee meeting notices shall be mailed, e-mailed, telephoned, and/or personally given, approximately one workweek in advance of the meeting date to all members of the committee involved, or by unanimous agreement with less notice. Meeting locations shall be conducive to effective functioning of the committee (e.g. size, accessibility, minimum of distractions, etc.)

At the first meeting of any new committee and at other times as warranted by changing membership or other conditions, the purpose and relevant policies of the Advisory Council and the particular committee shall be reviewed and explained by the Advisory Council Chairperson and/or the committee Chairperson.

Section 3: Meetings. Committees shall meet as warranted.

Section 4: Assistance. Committees may call upon any member of the staff of the Advisory Council for technical or clerical assistance.

Section 5: When the committee Chairperson changes, the outgoing committee Chairperson shall submit to the new committee Chairperson a list of all pending projects of the committee in order to insure continuity and completion of the committee activities and goals.

ARTICLE V

PUBLIC STATEMENTS:

Section 1: Only the Chairperson or his/her designee may speak or make statements officially on behalf of the Advisory Council. The designee shall be a member of the Advisory Council or staff.

ARTICLE VI

AMENDMENTS:

Section 1: As authorized by the Board of Supervisors, the Advisory Council may independently adopt bylaws that address quorum requirements, attendance requirements for continuing membership, the election of officers, and the establishment of subcommittees comprising current members of the advisory body. Advisory Council bylaws addressing other topics must be approved by the Board of Supervisors. Subject to the requirements for Board of Supervisors approval, these bylaws may be adopted, amended or repealed by the affirmative vote of 2/3 of the currently appointed members of the Advisory Council, at any regular or special meeting.

Section 2: Written notice of any proposed changes must be publicly posted and given to members of the Advisory Council at least four days (96 hours) prior to the meeting at which the vote will be called.

Affirmative Action Office

Board of Supervisors

County Administration Building

651 Pine Street, 3rd Floor Martinez, California 94553-1229 Gayle B. Uilkema

Contra

Costa

County

John M. Gioia
1st District

(925) 335-1045 2nd District Fax: (925) 335-1799 Ekuev@cao.cccounty.us Mary Piepho

3rd District

Susan Bonilla
4th District

Federia Glover
5th District

David J. Twa
County Administrator

May 25, 2010

To: Interested Parties

RE: Vacancy for Advisory Council on Equal Employment Opportunity

The Advisory Council on Equal Employment Opportunity will have a vacant Community Seat that will need to be filled before November 30, 2010. The term for the members on the Advisory Council is three years.

The Board of Supervisors established the Advisory Council on Equal Employment Opportunity on July 9, 1991. The Council has eleven (11) members from the following groups:

- 3 Representing the Community (women, minorities, and other protected groups);
- 1 Representing Educational Institutions, to include eligibility from Schools, Community College Districts (students, teachers, administrators), and must be a Contra Costa County resident;
- 1 Representing Disabled individuals, groups and/or organizations;
- 2 Representing Employee Organizations;
- 2 Representing County Management;
- 1 Representing Businesses, to include Small, Local, Other, Minority, or Women Business Enterprises (as a vendor, consultant, contractor, subcontractor, supplier, manufacturer, or trucker); and
- 1 Representing Labor Agencies involved in Training Programs, (to include apprenticeship and vocational training, alternative educational programs, and workforce development programs within the trades).

The Council meets monthly (usually the fourth Friday (9:30 a.m. - 11:30 a.m.) of each month (except when there is a holiday), in Martinez, at the County Administration Building (651 Pine Street, Room 105, Martinez). Those interested in being a member on the Advisory Council will be interviewed by the existing members on the Advisory Council and if approved, recommended to the Internal Operations Committee of the Board of Supervisors. The Internal Operations Committee is made up of two County Board of Supervisors.

The function of the Advisory Council is to advise the Board of Supervisors regarding the implementation of the County's Affirmative Action Plan; Contracting Programs, the County's Affirmative Action Program, as well as recommend actions to facilitate attainment of the County's goal for affirmative action and equal employment opportunity.

If you are interested or know of someone who is interested in serving on the Advisory Council, complete the attached form and submit to the Clerk of the Board of Supervisors by July 30, 2010.

If you have questions regarding the Advisory Council or the procedure to be used to select members, call me at 925-335 1045.

Sincerely,

Emma Kuevor, Affirmative
Action Officer

cc: Clerk of the Board of Supervisors

Re: Training
ACEEOM
members

2nd District

MARY PIEPHO
31st District

KAREN HITCHCOCK
4th District

FEDERAL ID, GLOYER
5th District

925-335-1080 Fax
925-335-1098

David J. Twa
County Administrator

To: All Interested Parties

Date: June 27, 2011

Re: Vacancy for Advisory Council on Equal Employment Opportunity

The Advisory Council on Equal Employment Opportunity (ACEEO) will have two (2) vacant seats that will need to be filled before November 30, 2011: 1) **Labor -Trade Member Seat** and 2) **Community Member Seat**. The term for the members on the Advisory Council is three years.

The Board of Supervisors established the **Advisory Council on Equal Employment Opportunity** (ACEEO) on July 9, 1991. The Council has eleven (11) members from the following groups:

- 3 Representing the community (women, minorities and other protected groups);
- 1 Representing educational institutions (schools, community college districts, students, teachers, administrators);
- 1 Representing disabled individuals, groups and/or organizations;
- 2 Representing employee labor organizations;
- 2 Representing county management;
- 1 Representing businesses: small, local, other, minority or women business enterprises (vendor, consultant, contractor, subcontractor, supplier, manufacturer or trucker); and
- 1 Representing labor agencies/organizations involved in training programs (apprenticeship and vocational training, alternative educational programs and workforce development programs within the trades).

The Council meets monthly (usually the fourth Friday (9:30 a.m. -11:30 a.m.) of each month (except for holidays) at the County Administration Building, 651 Pine Street, Room 105, Martinez, Ca. Those interested in being a member on the Advisory Council will be interviewed by the remaining members on the Advisory Council; and if approved, recommended to the Internal Operations Committee of the Board of Supervisors. The Internal Operations Committee is made up of two County Board of Supervisors.

The function of the Advisory Council is to advise the Board of Supervisors in regards to the implementation of the County's Affirmative Action Plan; Contracting Programs as well as recommend actions to facilitate attainment of the County's goal for affirmative action and equal employment opportunity.

If you are interested or know of someone who may be interested in serving on the Advisory Council, a completed application must be submitted to the Clerk of the Board of Supervisors no later than Friday, July 29, 2011.

If you have questions regarding the Advisory Council on Equal Employment Opportunity, I may be contacted at (925) 335-1754.

Sincerely,

Deborah L. Preston Interim
Affirmative Action Officer

cc: David Twa Clerk of the Board of
Supervisors

ACEEO MANAGEMENT SEAT DESIGNATIONS 1991-PRESENT

Management Seat #1	Term	County Classification	Union
Richard Martinez	1991-1998	Court Collections Agent	AFSCME, Local 2700
Carlos Baltodano	1999-2006	Department Head	None
Michael Silva	2007-2008	Chief, Property Conservation	Local 21
Vacant	2009		
Barbara Chambers	2010-2011	Assistant County Clerk Recorder	None
Keith Cormier	2012-2018	Battalion Chief	United Chief Officers Association
Jena Williams	2020-2021	Personnel Officer	Local 21
Management Seat #2	Term	County Classification	Union
Valentin Alexeff	1991-1997	Special Assistant to the County Administrator	None
Anna Marie Gold	1998	County Librarian	None

ACEEO MANAGEMENT SEAT DESIGNATIONS 1991-PRESENT

Danna Fabella		1999-2000	Assistant County Administrator	None
Eileen Bitten		2001-2002	HR Assistant Director	None
Patrice Chappie		2003-2004	Assistant HR Director	None
Patricia McNamee		2004	Deputy Director Public Works	None
Elizabeth Verigin		2005	Assistant Auditor	None
Mickey Williams		2006-2010	Community Services Personnel Administrator	None
Mickey Williams		2011-2018	EHS Division Manager	Local 21
George Carter		2018-2019	Workforce Services Specialist	Local 21

ADVISORY COUNCIL ON EQUAL EMPLOYMENT OPPORTUNITY MEMBERS

LABOR-TRADE MEMBER SEAT

Kelli Collins

Appointed: October 20, 2020

Expires: November 30, 2023

BUSINESS MEMBER SEAT

Marilynn Schuyler

Appointed: May 14, 2019

Expires: November 30, 2021

COMMUNITY MEMBER SEAT #1

Allwyn Brown

Appointed: February 9, 2021

Expires: November 30, 2023

EDUCATION MEMBER SEAT

Roosevelt Gipson, Jr

Appointed: December 1, 2019

Expires: November 30, 2022

COMMUNITY MEMBER SEAT #2

Angela Malala

Appointed: July 28, 2020

Expires: November 30, 2023

DISABILITY SEAT

Mark Pighin

Appointed: December 1, 2019

Expires: November 30, 2022

COMMUNITY MEMBER SEAT #3

Linda Mason

Appointed: December 1, 2019

Expires: November 30, 2022

UNION MEMBER SEAT #1

Tracey Walker

Appointed: May 14, 2019

Expires: November 30, 2021

COMMUNITY MEMBER SEAT #4

Dr. Michelle Hernandez

Appointed: November 12, 2019

Expires: November 30, 2021

UNION MEMBER SEAT #2

Vacant

Appointed:

Expires: November 30, 2022

MANAGEMENT MEMBER SEAT #1

Vacant: Jena Williams

Appointed: October 20, 2020

Expires: November 30, 2022

VETERAN'S SEAT

George Carter

Appointed: May 14, 2019

Expires: November 30, 2021

MANAGEMENT MEMBER SEAT #2

Vacant

Appointed:

Expires: November 30, 2021

Select Language



Antoine Wilson
Equal Employment Opportunity Officer
2530 Arnold Drive #140
(925) 335-1455
[Email Antoine Wilson](#)

Piedad Fracasso
Clerk-Experienced Level
(925) 335-1468
[Email Piedad Francasso](#)

Contact Us: [Public Information Contacts](#) [Contact Webmaster](#)

Government Center: 1025 Escobar Street, Martinez, CA 94553

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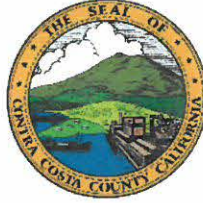
Select Language



County	EEO Advisory Board	Seat Qualifications
Alameda	Yes	<p>The Human Relations Commission consists of sixteen members to be appointed in each case by the board of supervisors as follows: each board member will nominate three members and the Alameda County mayors' conference will nominate one member. Officers of the Commission shall be a: Chairperson, 1st Vice-Chair, 2nd Vice-Chair, Secretary/Treasurer and a Member At-Large. There are not any designated seat names. Each member represents the district he/she lives in.</p>
Marin	Yes	<p>The Personnel Commission will review the applications and make initial selections at their quarterly meeting for the Equal Employment Advisory Committee. Notifications will be sent informing applicants whether they have been appointed. The committee is comprised of seven (7) members, all appointed by the Personnel Commission, consisting of the following: two (2) labor representatives; one (1) member of the Marin Women's Commission; one (1) member of the Human Rights Commission; one (1) member from the Workforce Investment Board, and; two (2) at-large appointees who are either employees or residents of Marin County. Membership is collectively subject to a limit that no more than three (3) members at any time may be County of Marin employees.</p>
Napa	No	

Sacramento	Yes		The Equal Employment Opportunity Advisory Committee consists of fifteen members appointed by the Board of Supervisors . Seven citizen members appointed from persons who are registered voters of the County and are not County employees and who have submitted letters to the board requesting appointment and indicating their interest in and qualifications for serving on the Committee; Four County department heads appointed from nominations submitted to the Board by the County Executive; Four representatives of recognized employee organizations appointed from nominations submitted to the board by recognized employee organizations.
San Francisco	No		
San Joaquin	Yes		The EEO Advisory Committee (EEOAC) is a community-based committee representing a realistic ethnic mixture of men and women that consists of seven community representatives, one management representative, and one employee (who are both nominated by the County Administrator). All EEOAC members are appointed by the Board of Supervisors and serve two-year terms.
San Mateo	Yes		Four County department heads appointed from nominations submitted to the Board by the County Executive. Four representatives of recognized employee organizations appointed from nominations submitted to the board by recognized employee organizations. This is an informal internal process that consists of employees only .

Santa Clara	Yes		The Commission of Equal Access and Employment Opportunity consists of 7 members with 5 members allocated equally among the five supervisorial districts and 2 additional members to be appointed by the President of the Board of Supervisors. Each Commissioner shall have a term of four years and until a respective successor is appointed. Membership can consists of the public, or the public and employees.
Santa Cruz	Yes		The EEO Advisory Council (EEOAC) is a community-based committee representing a realistic ethnic mixture of men and women that consists of seven community representatives, one management representative, and one employee representative (who are both nominated by the County Administrator). All EEOAC members are appointed by the Board of Supervisors and serve two-year terms.
Solano	No		
Sonoma	No		



Contra Costa County

Risk Management Department • 2530 Arnold Dr #140, Martinez, CA 94553 • www.contracosta.ca.gov

FOR IMMEDIATE RELEASE
May 5, 2021

Contact: Antoine J. Wilson, 925-335-1455
antoine.wilson@riskm.cccounty.us

WOULD YOU LIKE TO SERVE ON THE ADVISORY COUNCIL ON EQUAL EMPLOYMENT OPPORTUNITY?

The Contra Costa County Advisory Council on Equal Employment Opportunity (ACEEO) has one (1) vacant Community seat open to applicants. The successful candidate must reside within Contra Costa County and have an interest in equal employment matters. The ACEEO meets the fourth Friday of each month from 9:30 a.m. -11:30 a.m. except for holidays.

The ACEEO assists with the implementation of the County's Equal Employment Opportunity and Contracting Programs and serves as an advisory committee to the Board of Supervisors. The Council reviews the Equal Employment Opportunities Program and recommends actions to facilitate the attainment of the County's goals for equal employment opportunities regardless of gender, and race/ethnicity.

The Board of Supervisors established the ACEEO on July 9, 1991. The Council has thirteen (13) seats representing the following groups: 4 Community seats; 2 Labor seats; 2 Management seats; 1 Educational seat; 1 Disability seat; 1 Business seat; 1 Veteran seat; and 1 Labor/Trade seat.

Application forms can be obtained from the Clerk of the Board of Supervisors by calling (925) 655-2000 or visiting the County webpage at www.contracosta.ca.gov/3418. Applications should be returned to the Clerk of the Board of Supervisors, 1025 Escobar St., 1st Floor, Martinez, CA 94553 **no later than 5:00 p.m. on Monday, May 31, 2021**. Applications can also be emailed to ClerkoftheBoard@cob.cccounty.us.

Applicants should plan to be available for public interviews **on June 7, 2021**. Due to COVID-19, interviews will be conducted via Zoom. For further information about the ACEEO, please contact Antoine Wilson at antoine.wilson@riskm.cccounty.us or (925) 335-1455. You can also visit the web page at www.contracosta.ca.gov/4503/Advisory-Council-on-Equal-Employment-Opp.

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