



ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Advisory Council on Equal Employment Opportunity

Advisory Body Meeting Time/Location: 4th Friday at 9:30 a.m.

Staff Person (during the reporting period): Antoine Wilson, Piedad Fracasso

Chair (during the reporting period): Angela Malala

Reporting Period: 2021

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

- Discussions on COVID-19 vaccine mandates and exceptions
- Discuss and review of the Small Business Enterprise (SBE), Outreach, and Local Bid Programs Report Alycia Leach, Human Resources. Discussed the 2020 Countywide Promotional Data.
- Lara Delaney, Legislative Analyst. Discussed Assembly Bills introduced to address open and public meetings due to Covid-19 & update on Office of Racial Equity and Social Justice.
- George Carter gave an update on Contra Costa WorkForce Collaborative, One Stop Career Center System and EDD operations due to Covid restrictions.
- Antoine Wilson, Equal Employment Opportunity Officer. Presented Contra Costa County's Annual Outreach and Recruitment Report.
- George Carter gave an update on the reopening of the America's Job Center of California on September 14, 2021
- Gilbert Salinas, Chief Equity Officer, Health Services, discussed the County's efforts to bring equity in health care to all.
- Tamia Brown, Executive Director of the Workforce Development Board. Asked for ACEEO recommendations to ensure their work in the Workforce Development Board is achieving equity for the marginalized populations.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

- Discussed and recommended improvement to the Human Resources webpage for those that are visually impaired. It is difficult to find the Accessibility button on the webpage. The committee reported these issues to Human Resources and Risk Management.
- Discussed and recommended to Human Resources to make the reasonable accommodation contact information more visible to applicants on their web page. DOIT will be updating the webpage with input from HR.
- Updated and recommended the Advisory Council on EEO by-laws to the Hiring Outreach Oversight (H2O) committee. The updates recommended that the CAO will recommend represented and unrepresented management employees to serve on the council when a Management Seat vacancy occurs.
- Recommended to the H2O committee that they want to provide input into the formation of the Office of Racial Equity and Social Justice.
- Participated in the ZOOM Public Forum listening session for the Office of Racial Equity and Social Justice.
- Discussed and provided recommendation to the H2O Committee regarding vacant ACEEO seats & how the vacancies should be filled. The ACEEO recommended that they vet potential applicants who have applied for one of the vacant seats prior to meeting with the H2O committee.

III. Attendance/Representation

(estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

The membership of the Council is very diverse. We have two members with disabilities, over half are racial minorities, and over half are female. We have good attendance at meetings, and have had a quorum at each one this year.

IV. Training/Certification

(estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

All members of the ACEEO have completed the required Ethics and Brown Act training.

V. Proposed Work Plan/Objectives for Next Year

(estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

- Continue review of the County's REENTRY Program
- Develop and provide the county with information on hiring to eliminate unnecessary barriers
- Provide County with links to EEOC Training on EEO issues
- Continue to advertise and promote the ACEEO open seats Ensure EEO Strategic Plan is fully implemented
- Support development of new Contra Costa Office of Racial Equity & Social Justice