



CITIZENS' EQUAL OPPORTUNITY COMMISSION MEETING MINUTES

Wednesday, August 6, 2025
6:00p.m. to 8:00 p.m.
City Administration Building – Committee Room (12th Floor)
202 C Street Suite 1200, San Diego, CA 92101

Item 1: CALL TO ORDER at 6:06 p.m.

Item 2: ROLL CALL

Cinnamon Clark, Chair
Moir Tan, Vice-Chair
Dr. Lola Adeyemo
Julius Alejandro

Joseph Anthony Bustamante
Nicole Howard
Mark Jones

STAFF:

Christian Silva, Program Manager, Equal Opportunity Contracting
Desiree Morales, Senior Compliance Officer, Equal Opportunity Contracting
Jacqueline Zuno, Administrative Aide I, Equal Opportunity Contracting

Item 3: APPROVAL OF THE MEETING MINUTES OF July 02, 2025:

Motion:	Approve Minutes
Moved/Seconded:	Bustamante/ Jones
Vote:	6-0

Minutes for July 02, 2025 pass unanimously.

Item 4: New Commissioner Introductions

- A. Chris Medellin will fill the Native American Seat.
- B. Two vacancies remain in the commission — Latino and Native Hawaiian or Other Pacific Islander.

Item 5: Review of Roles and Responsibilities

Chair Clark highlights sections within the Board and Commission's Orientation Handbook including attendance policy and overview of the Brown Act.

Commissioners ask about SEI Form 700 (Statement of Economic Interest). City staff was asked to confirm when these are due and whether commissioners are exempt from filing.

Item 6: Discussion Items

A. Subcommittee Interests

Commissioners discuss possible subcommittee focus areas.

- Chair Clark can coordinate with other city boards and commissions to align efforts.

- Commissioner Howard can lead efforts regarding accountability for non-compliance in contract equity as well as addressing language and accessibility gaps in contracts.
- Commissioner Alejandro can take the lead on building and reviewing existing CEOC files and historical records to support knowledge building and management.
- Dr. Adeyemo can follow-up on past CEOC recommendations.
- Vice-Chair Tan, Commissioner Jones, and Commissioner Bustamante can collaborate on developing and refining public input models that engage communities effectively without overburdening groups.

Christian Silva states that the previous disparity study recommended regular monitoring and updates every 3-5 years. The commission would likely need to wait for sufficient data to assess the impact of the study's implementation.

Dr. Adeyemo asked about the current public input model. Christian Silva highlights quarterly E&CP industry meetings and outreach events. These engagements help foster relationships with the community and with agencies such as local chambers of commerce.

Commissioners will confirm their subcommittee participation and priorities at the following meeting. Chair Clark requests that they also share three proposed objectives for each subcommittee.

B. Retreat Dates

- a. Annual retreat is typically held in January. Chair Clark requests that commissioners be prepared to discuss their availability for the retreat at the next meeting.

C. Speaker/Presentation Requests

- a. Commissioners can request to hear from specific guest speakers or city departments for future CEOC meetings or for the annual retreat.

Item 7: Staff Updates

Desiree Morales provides EOC program updates.

- a. Procurement Academy Fall 2025 is in the works. This program is available to help city staff from other departments better understand procurement processes and requirements.
- b. Small Contractor Bootcamp will take place September 10, 2025 – November 12, 2025. Pre-Registration is open until August 15. This program is designed to support Disadvantaged-, Minority-, Woman-, Small Local-, and Emerging Local Business Enterprise (ELBE) contractors grow their business and learn to navigate construction projects with the city.
- c. The SLBE/ELBE income cap revisions now permit certifications to range from 3.5 million to 9 million, an increase from the previous range of 1.75 million to 7 million, depending on designation.
- d. The Good Faith Effort (GFE) process has been updated with new evaluation criteria. Previously, GFEs were assessed on a Pass/Fail basis. They are now evaluated using a point system, enabling prime contractors to earn points by achieving partial participation when they are unable to meet the full subcontracting goal. A minimum of 30% participation is required for consideration.
- e. Executive Order legislation changes have resulted in some pushback from contractors regarding meeting equal opportunity requirements. However, per the City of San Diego Municipal Code, contracts will continue to require workforce reports and Equal Employment Opportunity (EEO) Plans when applicable.
- f. Attachments denote SLBE Application Figures (approvals, denials, and renewals).

- g. Earlier today, EOC staff participated at the CALTRANS San Diego Procurement Fair. Staff will continue to participate in outreach events, connecting with contractors regarding the opportunity to become SLBE/ELBE certified.

Item 8: Chair Announcements

Chair Clark reminds commissioners to connect with staff regarding any accommodations needed.

Commissioner Alejandro announces Village Up's Innovative Champion Awards. The non-profit is honoring a set of leaders who are championing accessible pathways for diverse entrepreneurs to be successful. City Staff to send more information after the meeting.

Item 9: Non-Agenda Public Comment

The Division of Race & Equity has joined the Office of the Independent Budget Analysis. They are aligning their mission with the IBA and will collaborate with CEOC once fully integrated.

Item 10: Adjournment at 8:00 p.m.

Accessibility: This information will be made available in alternative formats upon request as required by the Americans with Disabilities Act (ADA) by contacting Desiree Morales at 619-236-7131. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services, or interpreters, require different lead times, ranging from five business days to two weeks. Please provide as much advance notice as possible to ensure availability. Assistive Listening Devices are available upon request.

Public Comment on an Agenda Item: If you wish to address the Commission on an item on today's agenda, please complete a speaker form (on the table near the door) and give it to the Commission's staff before the Commission hears the agenda item. You will be called at the time the item is heard.

Public Comment on Matters Not on the Agenda: You may address the Commission on any matter not listed on today's agenda. Complete a speaker form and give it to the Commission's staff. However, California's open meeting laws do not permit the Commission to discuss or take any action on the matter at today's meeting. At its discretion, the Commission may refer the matter to staff or committee.

Individual's comments are limited to three minutes per speaker. At the discretion of the Chair, if many people wish to speak on the same item, comments may be limited to a set period per item.