



CITIZENS' EQUAL OPPORTUNITY COMMISSION

MEETING MINUTES

Wednesday, January 14, 2026

9:00 a.m. to 12:00 p.m.

San Diego Central Library - AC Sullivan Library Commission Room

330 Park Blvd, San Diego, CA 92101

Item 1: CALL TO ORDER at 9:05 a.m.

Item 2: ROLL CALL

Cinnamon Clark, Chair

Moira Tan, Vice-Chair

Dr. Lola Adeyemo

Julius Alejandro

Joseph Anthony Bustamante

Nicole Howard

Mark Jones

Evaristo Rafael Parra

STAFF:

Christian Silva, Program Manager, Equal Opportunity Contracting

Alex Navarro, Supervising Compliance Officer, Equal Opportunity Contracting

Desiree Morales, Senior Compliance Officer, Equal Opportunity Contracting

Jacqueline Zuno, Compliance Officer Trainee, Equal Opportunity Contracting

Item 3: Commission Overview

a. Municipal Code

Commissioners reviewed the Municipal Code sections related to CEOC, including the commission's purpose and intent.

b. Bylaw Overview

Boards and Commissions staff provided updates. Recent amendments to the Brown Act may be applicable to CEOC meetings. Additional information will be provided after the Office of the City Attorney completes its review of these changes.

c. Roster/Vacancies

Two vacancies remain in the commission. Current members of the commission are required to be re-sworn when their term expires.

Item 4: Guest Speaker: Purchasing & Contracting Department

Claudia Abarca, Director of Purchasing and Contracting, presented an overview of the department. This included the various divisions of the department and their role in contracting as well as statistics on the varying types of contracts and related procedures handled by each section.

Commissioner Jones asked about how the city pushes for diversity among contractors. The director explained the public bidding process, noting that bids often attract the same contractors. The department and EOC take steps to promote diversity within the limitations of California Prop 209.

Commissioners Evaristo asked about the unbundling process and bidding for smaller contracts. The director explained that E&CP handles the unbundling process and contract requirements vary by amount. In some projects, SLBE-certified firms must be solicited first.

EOC can provide a more detail overview when they present at the next CEOC meeting.

Item 5: Guest Speaker: Engineering & Capital Projects Department

Elif Cetin, Director of Engineering & Capital Projects (E&CP), presented on an overview of the department. This included E&CP's role in supporting asset-managing departments, the varying Capital Improvements Program (CIP) asset types, and statistics on the department's budget, contract awards, and planned bids.

Commissioner Evaristo requested clarification on the contract unbundling process and how it works. The director explained that the intake team within the project management office evaluates the projects for bundling and unbundling opportunities, balancing project efficiency with the targeted effort to create smaller projects.

Commissioner Evaristo expressed concern regarding a lack of diversity and project availability for Latino-owned businesses at E&CP industry meetings. The director acknowledged awareness and reaffirmed commitment to outreach to diverse groups. She welcomed suggestions for additional organizations or communities to engage.

Commissioner Evaristo also inquired about the recently launched unifier software and whether there was opportunity to create modules. The director clarified that the software is being implemented to support project managers and welcomed any recommendations for enhancements.

Item 6: Guest Speaker: Personnel Department

Darren Keenaghan, Deputy Director of Personnel, presented an overview of the department. This included the different roles each section is responsible for and the department's highlights for FY25 accomplishments.

Commissioner Evaristo asked about the impact of federal policy on the Personnel Department. The director responded that while the department is not insulated, the impact is limited due to its mandate under the City Charter.

Commissioner Adeyemo asked about the diversity of the city's workforce. The director noted that an annual equal employment opportunity report is issued identifying the areas where county labor force availability by race are/are not met.

Commissioner Adeyemo also asked about hiring practices and challenges. The director discussed the department's efforts to simplify the recruitment process and how it has led to increased application completion and high-quality candidates. Salary increases that bargaining units have advocated for have also helped.

Item 7: Discussion Items

Commissioners debrief on information provided thus far. Commissioners revisit their subcommittees and their goals.

- 1) Internal Boards and Commissions
 - a. Chair Clark
 - b. Commissioner Adeyemo
 - c. Commissioner Howard
 - d. Commissioner Alejandro
- 2) External & Community Affairs
 - a. Vice-Chair Tan
 - b. Commissioner Jones
 - c. Commissioner Bustamante
 - d. Commissioner Parra

Subcommittees may meet outside of CEOC meetings. No more than 5 commissioners may convene, and no motion or items may be voted on.

Item 8: Action Items

- a. Subcommittees are to finalize their power-mapping prior to the next CEOC meeting.
- b. Commissioners are to submit recommendations for changes to the bylaws by January 23rd.

Item 9: Chair Announcements

N/A

Item 10: Non-Agenda Public Comment

N/A

Item 11: Adjournment at 11:56 a.m.

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