



CITIZENS' EQUAL OPPORTUNITY COMMISSION

MEETING MINUTES

Wednesday, February 04, 2026

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

Moira Tan, Vice-Chair

Julius Alejandro

Joseph Anthony Bustamante

Nicole Howard

Mark Jones

Evaristo Rafael Parra

STAFF:

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: APPROVAL OF THE MEETING MINUTES OF December 03, 2025:

Motion: Approve Minutes

Moved/Seconded: Alejandro/ Jones

Vote: 6-0

Minutes for December 03, 2025 pass unanimously.

APPROVAL OF THE MEETING MINUTES OF January 14, 2026:

Motion: Approve Minutes

Moved/Seconded: Howard / Bustamante

Vote: 6-0

Minutes for January 14, 2026 pass unanimously.

Item 4: Commission Overview

- a. Commissioner Medellin will fill the Native American seat.
- b. Two vacancies remain in the commission — Disabled Person seat and Native Hawaiian or other Pacific Islander seat.
- c. Updates to the Brown Act have been provided to the commissioners. Official changes, if applicable, will be announced once they're approved by City Council.

Item 5: Discussion Items

a. Subcommittees, Objective, & Focus Areas

Commissioner Howard discussed her draft plan for GFE Compliance through internal and external auditing, including analyzing subcontracting data, reviewing master service agreements, conducting stakeholder interviews, etc.

Commissioner Parra asked whether the internal subcommittee would look at the SLBE certification process to suggest changes for improvement. Commissioner Jones also suggested looking at the process on how a subcontractor can become a prime, as the commission would like to see more equity and representation in prime contractors.

Vice-Chair Tan requested more clarification. What are the processes and experiences in contracting? In which ways can commissioners be engaged? How can they access the metrics/data requested?

Staff noted most of the data commissioners mentioned exist in city websites and Planetbids, showing which contracts have been awarded, their dollar values, and who the prime and subcontractors are. The EOC Program website also contains the weekly updated list of SLBE/ELBE certified firms.

Commissioner Parra inquired about when the new business diversity report will be released. He suggests this report should be at the core of the commission's priorities. Staff noted this report is being prepared and should be available next month.

Commissioner Bustamante noted the lack of reference to LGBTQ+ materials.

Commissioner Jones mentioned he is not familiar with LGBTQ+ contractors. Commissioner Bustamante responded that in his research, he has come across the San Diego Equality Business Association (SDEBA) and the Hillcrest Business Association.

Vice-Chair Tan stated that recommendations will be best informed by data gathered from both, internal data existing online, and external perspectives that the commissioners learn from their respective constituency areas.

Commissioner Alejandro inquired about how to get in contact with fellow boards and commissions, such as the Small Business Advisory Board. Staff suggested looking at the city directory for boards and commissions staff liaisons. Commissioners may contact them directly.

Item 6: Staff Updates

- a. Vacancies for EOC program staff remain unfilled due to a hiring freeze.
- b. FY2025 Business Diversity Report will be released soon. Commissioners may attend when it is presented to City Council and the report can also be presented at a future CEOC Meeting.
- c. Efforts to unbundle contracts continue.
- d. Attachments denote SLBE Application Figures (approvals, denials, and renewals).

Commissioner Howard asked about how sole source (non-competitive) contracts work. Staff mentioned these contracts are mainly for Goods & Services and often given on the basis that only one company can perform the work. For this reason, it is difficult to engage subcontractor participation.

Commissioner Bustamante asked how commissioners can get staff to attend an outreach event. Staff mentioned they are usually invited to public-agency events. Some private company events require sponsorship.

Commissioner Bustamante asked whether there are any LGBTQ+ contractors. Staff responded that the San Diego Business Equality Association and the National Gay & Lesbian Chamber of Commerce issue certifications for LGBTQ+ and have directories on their websites to search for these businesses locally.

Commissioner Jones inquired about the monthly collection of SLBE data and why no entries are noted for LGBTQ+ firms. Staff responded that LGBTQ+ information is not tracked. SLBE certified firms may also have other certifications with other agencies. The data that is obtained for City applications is specific to our program for certification.

Commissioners Tan and Bustamante asked how the commission would be able to track data for additional certifications such as veterans and LGBTQ+.

Staff provided some clarification on the SLBE certification. It is a two-tier, race and gender-neutral program for Small and Emerging Businesses. The city acknowledges other certifications such as DVBE, MBE, WBE, and DBE. However, city-funded contracts may only have mandatory subcontracting goals pertaining to SLBE and ELBE firms. Some contracts, such as those with state or federal funding, will have different participation requirements.

Commissioner Alejandro requested clarification on the data for SLBE application figures, particularly the distinction between Asian, Asian-Pacific, and Asian-Subcontinent.

Vice-Chair Tan asked how the commission can go about making a recommendation for inclusion of LGBTQ+ contractors. Staff responded that recommendations to the Mayor must go through the Office of Boards and Commissions.

Commissioner Howard noted the need to recognize the restrictions that CA Prop 209 places on the EOC Program. Commissioner Parra stated certifications are separate from Prop 209. Staff mentioned that the SLBE program, as a race and gender-neutral tool, has allowed the city to continue mandatory subcontracting goals. Other agencies, affected by the current administration, have been forced to suspend goals.

Commissioner Parra requested that future CEOC meetings also include presentations on the impact of Prop 209, the Brown Act, and the City's division of Race & Equity, to understand what the limits and boundaries of this commission are. Commissioner Alejandro suggested that the Division of Race & Equity present on these topics.

Item 7: Non-Agenda Public Comments

N/A

Item 9: Adjournment

N/A

Item 9: Chair Announcements

N/A

Item 10: Non-Agenda Public Comment

N/A

Item 11: Adjournment at 7:39 p.m.

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