



CITIZENS' EQUAL OPPORTUNITY COMMISSION

MEETING MINUTES

Wednesday, March 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 6:19 p.m.

Item 2: ROLL CALL

Cinnamon Clark, Chair

Moira Tan, Vice-Chair

Dr. Lola Adeyemo

Joseph Anthony Bustamante

Evaristo Rafael Parra

Mark Jones

STAFF:

Christian Silva, Program Manager, 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 February 02, 2026:

Motion: Approve Minutes

Moved/Seconded: Jones / Parra

Vote: 6-0

Minutes for February 04, 2026 pass unanimously.

Item 4: Guest Speaker: Equal Opportunity Contracting

Christian Silva presented on the EOC Program including SLBE Certification process, goals, and implementation, as well as the Equal Employment Opportunity Outreach Program.

Commissioner Parra inquired about data collection on the small contractor bootcamp. Data is gathered on participation.

City projects are advertised on Planet Bids for around one month. The advertising period varies from contract to contract. Interested vendors will need to register to receive notifications when solicitations for their respective NAICS codes or services are posted.

Staff explained the multiple factors that affect SLBE participation in city contracts, as shown in the EOC program data. These include the types of contracts the City puts out each year, the funding source of each contract, mandatory subcontracting goals established based on data of firm availability, etc. The City has a 15% aspirational goal.

Commissioner Bustamante asked about how data is measured for workforce reports. Staff mentioned it is compared against data from each county obtained from the U.S. Census.

Commissioners inquired about how many firms are currently certified. Staff noted there are around 400 SLBE-ELBE certified firms.

Commissioner Parra asked about Good Faith Efforts and mandatory goals. Staff explained good faith efforts have rigorous requirements. Firms who do not meet the subcontracting goal are still required to engage SLBE-ELBE firms in order to receive a passing score and be awarded a contract. Contracts with State & Federal funding have their own Good Faith Efforts evaluation requirements.

Commissioners discuss FY24 Business Diversity Report Data and the need to engage more underrepresented groups. Staff also highlighted that the data measured on SLBE firms is based on business ownership.

Commissioner Bustamante suggests the gap in desired SLBE-ELBE numbers may be in outreach. Staff stated that commissioners can assist by engaging with their respective constituencies and helping them learn about the SLBE-ELBE program and resources available. Firms are denied only when they do not meet the program requirements. Staff provide support for all businesses interested in completing the certification process.

Item 5: Commissioner Overview

- a. Seat Position Timelines

Item was tabled for next meeting.

Item 6: Discussion Items

- a. Subcommittees, Objectives, & Focus Areas
- b. Strategic Planning & Goal Setting
- c. Outreach Subcommittee Power Map

Items were tabled for next meeting.

Item 7: Staff Updates

- a. Vacancies & Hiring Freeze
- b. FY25 Business Diversity Annual Report
- c. New Contracting Award Database

Item 8: Chair Announcements

Chair Clark requests that commissioners revisit page 9 and 10 of the bylaws to understand the duties of the commission. Proposed changes should be brought up as discussion items to the commission first.

If commissioners come across firms or individuals interested in the program, they should refer them to staff and the EOC website.

Rules of public engagement for commissioners include not representing personal interests or acting on behalf of the city but rather of the commission.

Item 9: Non-Agenda Public Comment

N/A

Item 10: Adjournment at 8:04 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.