



The City of San Diego
CITIZEN'S EQUAL OPPORTUNITY COMMISSION

MEETING MINUTES

Wednesday, April 3, 2019
6:00 p.m. – 8:00 p.m.
City Administration Building
Committee Room
202 C Street – 12th Floor
San Diego, C 92101

CALL TO ORDER at: 6:08 pm

ROLL CALL:

Tony Teravainen
Daniel Ortiz
Rafael Perez
Susan Jester

Monte Jones
Kristine Custodio
Lan Jefferson (absent)
Beth Kransberger (absent)

STAFF & GUESTS

Cheryl Smoot, Interim Program Manager, Equal Opportunity Contracting
Paola Muñoz, Contract Compliance Officer, Equal Opportunity Contracting
Victoria Carrillo, Contract Compliance Officer, Equal Opportunity Contracting

APPROVAL OF: Meeting Minutes of March 6, 2019 (Attachment A)
Minutes approved unanimously
(AYE: Ortiz, Perez, Custodio, Jester, Jones, Teravainen
NOT PRESENT: Lan Jefferson, Beth Kransberger)

Motion made by Commissioner Ortiz, seconded by Commissioner Perez, to approve March 6th Meeting Minutes. Minutes approved unanimously.

NON-AGENDA PUBLIC COMMENT: None.

GUEST SPEAKER: None.

DISCUSSION ITEMS

- A. Goal Setting Updates
- Goal 1: Support Disparity Study Process
 - Goal 2: Develop a clear understanding of key stakeholders and process of inclusive hiring, purchasing and contracting toward better outcomes
 - Goal 3: Develop recommendations to improve processes for inclusive hiring, purchasing and contracting to reflect the demography of our community

B. Disparity Study

- Overview & Planning Stage Support
 - Ms. Cheryl Smoot will meet with the Mayor's Office in the coming weeks to determine if the City Hiring practices can be added as part of the Disparity Study's scope of work and whether the CEOC has purview over this issue.
 - The Commissioners want to obtain more information to determine if they can advocate for hiring and personnel practices to be included in the scope of work. Ms. Cheryl Smoot and staff will share disparity study related documents from other agencies with the Commissioners

C. Appointments & Vacancies – Status Update

- Ms. Smoot recapped that John Ly is the representative for the Mayor's Office and that the Commission still has vacancies for members who represent the At-Large, Disabled, and Native American communities.
- The Commissioners requested that Staff follow up with Mr. Ly and forward his email.

D. Council Committee Update

- i. ED&IR: Tony Teravainen
 - ii. No updates from the ED&IR meeting.
- i. Budget: Beth Kransberger (absent)

ACTION ITEMS

A. Quorum & Teleconferencing – Brown Act Requirements

- Background:
 - Vice-Chair Lan Jefferson has work-related commitments that would make her unavailable to be present physically to attend CEOC meetings for the next 10 months.
 - However, Vice-Chair Lan has stated that she may be available to teleconference-in to meetings.
- Ms. Smoot reminded the Commissioners of the rules and agenda posting requirements of the Brown Act with respect to Quorum and Teleconferencing.
- Commissioner Jester set a motion to revisit this issue in July and Chair Custodio motioned to move the Teleconferencing requirements to Discussion instead of Action Items in future agendas.
 - Both motions passed unanimously.

STAFF UPDATES

- Paola Munoz provided the monthly SLBE Program statistics for March 2019, updates on the upcoming public works project bid list.
- Ms. Smoot provided more detail on the SLBE/ELBE Program updates and EOCB-related staffing updates.
 - An SLBE/ELBE quarterly meeting was hosted at Skyline Hills Branch Library and on the last Thursday of April there will be a MAAC event; where prime contractors can network with SLBE/ELBE firms.
 - EOCB will be lead under a new Program Manager – Christian Silva
 - There are vacancies for the following positions: Associate Analyst, Supervisor, and two Senior Analysts
- Commissioner Ortiz inquired about Emergency Contracts listed in the public works project bid list, and the status of Clean Harbors Environmental Emergency Sidewalk Sanitation contract. Ms. Smoot briefly explained the process of the emergency contracts and that there is currently one other emergency contract going to Budget Committee for review- an emergency security services contract for the temporary homeless shelter that will be set up in Golden Hall.
- Commissioner Teravainen asked about the Pure Water contracts and wanted clarification on the participation requirements.
- Ms. Smoot informed the Commissioners that the Pure Water contracts are funded through federal monies in the California Safe Drinking Water Fund. Therefore, EOCB staff monitor the contracts to make sure contractors are complying with federal law and additional local requirements on a monthly and annual basis; as well as review Good Faith Efforts (GFE) that are submitted by bidding firms.

CHAIR ANNOUNCEMENTS

- Chair Custodio invited all of the Commissioners to attend the ABA Joint Mega Mixer on Tuesday April 19th, and encouraged other Commissioners to attend similar events.

SUBCOMMITTEE REPORTS: None

ADJOURNMENT: 6:43 p.m.

NEXT MEETING: Wednesday, May 29, 2019.