



THE CITY OF SAN DIEGO

CITIZENS' EQUAL OPPORTUNITY COMMISSION

MEETING MINUTES

**Wednesday, May 4, 2016
6:00 – 8:00 p.m.
City Administration Building
Conference Room A
202 C Street – 12th Floor
San Diego, CA 92101**

TAPE NUMBER:

CALL TO ORDER at: 6:10 PM by Chair Warner

ROLL CALL:

Laura Warner, Chair
Kristine Custodio, Vice Chair
Lan Jefferson
Cynthia Suero-Gabler
Rafael Perez
Monte Jones

EXCUSED:

Susan Jester
Dan Ortiz

STAFF & GUESTS:

Henry Foster III, Program Manager, Equal Opportunity Contracting
Damian Singleton, Senior Management Analyst, Equal Opportunity Contracting

APPROVAL OF: Meeting Minutes of April 6, 2016
Minutes approved unanimously (5/0)

Motion made by Chair Warner to approve the April 6, 2016 Meeting Minutes, seconded by Commissioner Jones. Minutes approved unanimously.

Staff clarified on page 4 of 5, that one of the bullet points in Information Item #3 – Precluded Participation should be moved to the second bullet point of Informational Item #1 – City Attorney's Legal Review of Municipal Code to Add Woman and Disabled Veterans..

Motion made by Chair Warner to amend the Meeting Minutes of the April 6, 2016 CEOC Meeting, by moving a bullet point from Informational Item #3 – Precluded Participation, to Informational Item #1 – City Attorney's Legal Review of Municipal Code to Add Woman and Disabled Veterans, which was seconded by Commissioner Jones. The amendment minutes was approved unanimously.

NON-AGENDA PUBLIC COMMENT: None

ACTION ITEMS: (4A) Prop 209 Ad-Hoc Subcommittee; Vote for the establishment of the subcommittee

- Chair Warner stated that there was a suggestion during the Annual Report subcommittee meeting to create a Prop 209 Ad Hoc subcommittee to provide research and gain understanding about how Prop 209 affects the state constitution and the Commission's ability to advocate for affirmative action.

Motion made by Chair Warner to discuss the establishment of the Prop 209 Ad Hoc subcommittee at another CEOC Meeting, seconded by Kristine Custodio. The motion was approved unanimously.

DISCUSSION ITEMS: (5A) Mid-Year Retreat

- The Commission suggested an annual retreat to relook at the Commission's goals to determine if they are being achieved or if revisions are necessary.
- Chair Warner would like staff to send the Commission a few tentative dates in June and July for the proposed Annual Retreat.

DISCUSSION ITEMS: (5B) Committee Room Closure

- Staff advised the Commission that the 12th Floor Conference Rooms will be closed for recarpeting from May 27, 2016 through June 12, 2016, and that the Public Utilities auditorium is available to the Commission. Chair Warner suggested Balboa Park Club and Commissioner Jones suggested the Sherman Heights library as an alternative to the Public Utilities auditorium.
- Commissioner Jones, Commissioner Suero-Gabler, and Commissioner Perez will not be attending the June CEOC Meeting.
- Staff stated that the Commission could propose dates for the Annual Retreat however, it may need to be titled a special meeting and be vetted by the City Attorneys' Office to ensure compliance with the Brown Act.

DISCUSSION ITEMS: (5C) Disparity Study Recommendation Update

- Chair Warner testified before the Budget and Efficiency Committee on April 6, 2016.
- Chair Warner stated that the Mayor and Council are looking to add positions to the Contracting Department.
- Commissioner Jefferson stated that during Chair Warner's presentation to Committee, Councilman Todd Gloria and 4-5 other Councilmembers made the disparity study a priority on his wish list as a FY17 City budget line item.

- Chair Warner stated that Council questioned the cost of the disparity study and are under the impression that it will cost approximately \$1-\$1.5 million.
- Chair Warner stated that she has conducted additional research with the consultant that did the SANDAG disparity study. The consultant indicated that their firm has only done one disparity study that costs more than \$845K, which involved an entire state and multiple cities.
- Staff noted that at the Budget and Government Efficiency Committee Meeting held on 04/06/2016, staff commented that it is anticipated that the disparity study will cost approximately \$1 million and would follow SANDAG's two-phased model. Phase 1 of the study is anticipated to cost \$400 - \$500K. The second phase will be approximately \$500K and would be utilized on an as-needed basis.
- Chair Warner encouraged Commissioners to attend the May 9th Budget review as EOCP will be presenting. Staff clarified that the Purchasing & Contracting Department will be presenting at the Budget Review Committee Meeting however, EOC staff will be present to address any questions from Committee.
- Chair Warner stated that during Ms. Rosalind Winstead's presentation at the Budget and Efficiency Meeting, Ms. Winstead mentioned a module that was intended to be added to the SAP system that would track EO information. Chair Warner asked what the cost of that module is. Staff indicated that they would research the appropriate department to address the Commission's question regarding SAP.
- Chair Warner stated that she visited the State Attorney General website and one of the State Attorney General functions is to assist local attorneys on how to understand and interpret the law.

DISCUSSION ITEMS: (5D) City Attorneys' Legal Review of the Municipal Code to add Woman and Disabled Veterans to Section 26.16(b) and the legal review of currently listed groups represented on the Commission

- Chair Warner indicated that the Commission has not received a response from the City Attorneys' Office. Staff indicated that Ron Villa, Deputy Chief Operating Officer, issued a written response to the Commission's inquiry. Staff to forward additional copy to Commission for their records.

STAFF UPDATES: Damian Singleton, Senior Management Analyst, Equal Opportunity Contracting

- Staff provided an update on SLBE Program, contracting updates, training sessions and outreach updates.

CHAIR ANNOUNCEMENTS:

- No announcements.

SUBCOMMITTEE REPORTS:

- DATA
 - Vice Chair Custodio indicated that their subcommittee is looking into LA, Sacramento, San Jose and San Francisco to research those areas in regard to the disparity study.

- **BUSINESS & POLITICAL LEADERSHIP**
 - Commissioner Perez stated that the subcommittee had conversations about the City Attorneys' legal review and the disparity study. The B&PL subcommittee also discussed keeping previous Chairs of the Commission informed of what's going on with the Commission.

- **PUBLIC OUTREACH**
 - Commissioner Suero-Gabler apologized for the minutes not being ready. Commissioner Suero-Gabler stated that CEOC Corner is due July 6, 2016 and is required of Business & Political Leadership.

- **AD HOC ANNUAL REPORT**
 - Commissioner Jefferson stated that the subcommittee discussed ensuring attendance at the budget review meetings with City Council. Commissioner Jefferson asked if the Communications department posts Commissioner profiles. Commissioner Jefferson stated that the annual report draft included the following points, (1) recommendations to conduct disparity study, (2) to maintain diversity on CEOC and City Commissions and Boards, (3) improve outreach to small businesses, (4) improve bid negotiations and contracting protocols.

ADJOURNMENT: 7:21 P.M.

NEXT MEETING: June 1, 2016