



The City of San Diego
CITIZEN'S EQUAL OPPORTUNITY COMMISSION

MEETING MINUTES

Wednesday, August 1, 2018
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: 6:17 p.m. by Chair Custodio

ROLL CALL:

Dan Ortiz

Lan Jefferson

Kristine Custodio

Rafael Perez

Susan Jester

Tony Teravainen

Beth Kransberger (absent)

Monte Jones (absent)

STAFF & GUESTS

Claudia Abarca, Program Manager, Equal Opportunity Contracting
Cheryl Smoot, Supervising Management Analyst, Equal Opportunity Contracting
Paola Munoz, Contract Compliance Officer, Equal Opportunity Contracting
Victoria Carrillo, Contract Compliance Officer, Equal Opportunity Contracting
Martha Rivera, Clerical Assistant II, Equal Opportunity Contracting

APPROVAL OF: Meeting Minutes of May 2, 2018 (Attachment A)
Minutes approved unanimously (AYE: 6; NAY: 0)

Motion made by Commissioner Jester, seconded by Vice Chair Jefferson, to approve May 2nd Meeting Minutes. Minutes approved unanimously.

NON-AGENDA PUBLIC COMMENT: None.

GUEST SPEAKER

- Sidao Li, Founder, Out Entrepreneurs
 - Mr. Li was not present due to a miscommunication regarding his scheduled appearance.
 - Chair Custodio requested for Mr. Li to be added to the next meeting and asked the Commission to explore Mr. Li's company website: <https://www.outentrepreneurs.org/>

DISCUSSION ITEMS

A. CEOC Bylaws (Attachment B)

- Ms. Abarca reviewed recommendations made by the City Attorney.
- Questions and Comments from the Commission:
 - Commissioner Perez asked for clarification on the revisions in the new paragraph on voting and quorum with respect to termination of meetings when quorum is lost.
 - Chair Custodio asked for clarification on the City Attorney's rationale to add a new paragraph on voting and quorum.
 - Ms. Abarca reminded the Commission on attendance requirements and noted that they were able to take action if a Commissioner was not complying with attendance requirements.
 - Chair Custodio requested for examples on other Commissions' procedures on handling complaints. Draft language on complaint procedures were to be ready for review by the September meeting.
 - Chair Custodio stated she will work with Commissioner Jefferson on a draft letter to send to Ms. Abarca and ask for Appointment of Vacancies item to be placed on the agenda for the next meeting.
 - Commissioner Perez asked for clarification regarding what is the procedure outlined in the Municipal Code with respect to appointing new Commissioners.
 - Ms. Abarca directed the Commission to Municipal Code 26.16 and added that the issue is a lack of applicants. She also stated the applicant does not have to be a member of specific group, but that they must be an advocate of that group.

B. Advisory Committees

- Chair Custodio asked for advisory committees to be included in the next meeting and to follow-up with the City Attorney on whether members of the public can attend these advisory committees.
- Chair Custodio also asked staff to find out from the City Attorney if these advisory committees can be considered as subcommittees per CEOC Bylaws.

C. Executive Summary Speaking Points

- Chair Custodio ask for this item to be included in the next meeting.

D. Annual Report

- Chair Custodio asked for this item to be included in the next meeting and that she would be working on an outline as a shared document with the other Commissioners.
- Ms. Abarca informed them that she can provide the Commission with a copy of the last Annual Report submitted by the commission.

E. Council Meeting Report

- Commissioner Teravainen Reported on the Council the EDIR Meeting he attended on July 26, 2018:
 - Veteran Preference Program
 - Ms. Abarca clarified that it was a proposal by Mr. Moltz of the Service Disabled Veterans of San Diego to recognize veteran-owned businesses, where the veteran owner was honorably discharged. More information will be provided as it becomes available.
 - Commissioner Teravainen asked who is responsible for oversight of contracts on City -owned land, but not contracted with the City.

- Commissioner Teravainen also asked if we can find out if those bound by the contract are meeting the goals/intent of the City of San Diego and/or the board/entity overseeing the contract.
- Commissioner Perez asked on behalf of a member of the public, whether City regulations/requirements on contracts apply to such contracts with the San Diego Zoo.
- Commissioner Teravainen volunteered to attend the next EDIR meeting on September 27, 2018.
- Commissioner Jester stated she can potentially attend the September 20, 2018 Budget meeting.
- Chair Custodio asked to add item regarding Commissioners attendance at Council Committee Meetings to the next meeting.

F. Off-Site Meetings

- Chair Custodio asked for the veteran preference program and the War Memorial Building location to be added as items in the next agenda.
- Commissioner Perez asked if there can be informational outreach meetings to educate the public on the Equal Opportunity Contracting Program.
- Chair Custodio asked for a list of upcoming EOC outreach events that the Commissioners can attend.

ACTION ITEMS

A. CEOC Bylaws

- Chair Custodio asked to continue this item to the next meeting.
- Commissioner Ortiz asked for clarification on whether the comments provided by the City Attorney on the Bylaws are directives or recommendations? And if it is a directive, what is the rule/regulation and rationale?

STAFF UPDATES

- Ms. Abarca introduced new EOC staff members Victoria Carrillo and Paola Munoz and informed the Commission that EOC still has some vacancies.
- LGBT Certification
 - Ms. Abarca informed the Commission that this topic was being considered by Council District 3. As information becomes available it will be share with the Commission.
- Living Wage Ordinance
 - Changes are being made with respect to enforcement procedures and mechanisms.

CHAIR ANNOUCEMENTS

- Chair Custodio and Commissioner Jester attended San Diego Pride Parade.
- Commissioner Jester sat on the Police and Fire Panel.

SUBCOMMITTEE REPORTS:

- Inclusive Economics
- Research
 - Chair Custodio asked to include the name of the Commissioner “in-charge” of both the Inclusive Economics and Research Subcommittees.
 - Chair Custodio would like to revisit subcommittee reports in the next meeting.

ADJOURNMENT: 7:29 p.m.

NEXT MEETING: September 5, 2018.

ATTACHMENTS:

- Attachment A – [Meeting Minutes of May 2, 2018](#)
- Attachment B – [CEOC Bylaws Section 5.2 Draft Language for Complaint Procedure](#)
- Attachment C – [Draft Letter to the Mayor Regarding Current Vacancies](#)
- Attachment D – [Draft 2017-2018 Annual Report to Council Outline](#)