



THE CITY OF SAN DIEGO

CITIZENS' EQUAL OPPORTUNITY COMMISSION

CEOC RETREAT - MEETING MINUTES

Thursday, January 16, 2020

8:00 a.m. – 1:00 p.m.

San Diego Central Library - Commission Room

330 Park Blvd.

San Diego, CA 92101

CALL TO ORDER at: 8:38 a.m.

ROLL CALL:

Kristine Custodio, Chair

Rafael Perez

Beth Kransberger

Tony Teravainen

Gemma Blain

Susan Jester

ABSENTEES:

Lan Jefferson

Dan Ortiz

Cinnamon Clark

STAFF:

Christian Silva, Program Manager, Equal Opportunity Contracting

Cheryl Smoot, Supervising Management Analyst, Equal Opportunity Contracting

Damian Singleton, Senior Management Analyst, Equal Opportunity Contracting

Maria Aleman, Management Trainee, Equal Opportunity Contracting

COMMISSION OVERVIEW: Chair Kristine M. Custodio

- **Municipal Code**
 - Question: Does the commission's Scope include EOC and hiring?
 - Deferred for clarification from City Attorney.
 - Commissioner Perez: Definition of Equal Opportunity "Program" term within the code requested –
- **Bylaw Review**
 - Final Bylaw review draft and Complaint Process have been approved previously.

- Meeting Minutes: May 29, 2019- Motion by Commissioner Jester; Seconded by Chair – Everybody voted in favor
- Website
 - Updates are available on City website
- Roster/Vacancies
 - New Commissioners have undertaken the Oath
- Attendance
 - Chair: Quorum issues discussed as attendance has not allowed for meetings to take place.

GUEST SPEAKER: Kristina Peralta, Director, Purchasing & Contracting

- Overview of Purchasing and Contracting:
- Comparison to San Diego County
 - SLBE Program: San Diego County does not have a Small Business Program
- Living Wage/EOC:
 - Audits- Debarment actions underway.
 - Commissioner Kransberger: Request for preview of the two debarment actions/processes underway.
- Disparity Study Update:
 - Kickoff meeting with BBC conducted last week
 - 12-14 month timeline with BBC
 - Christian Silva will serve as the Project Manager/liaison
 - Need for transparency throughout study to alleviate/overcome any potential concerns
 - BBC will be hosting a webpage that tracks the study which will be found on the EOC webpage.

GUEST SPEAKER: Darren Keenaghan, Deputy Personnel Director,
Personnel

- Chair: Request for collaboration with the Civil Service Commission to advocate together.
- SD: The City is the 8th largest city in the country
 - Commissioner Teravainen: Request for data from the 7th and 9th biggest Cities (similar size, population, work force, etc.) to obtain more insight on possible solutions is needed.

BREAK (9:36 a.m. – 9:46 a.m.)

RETURN TO COMMISSION OVERVIEW:

- Vacancies: Two current vacancies for Commission, representatives for Disabled and Native American communities
 - Outreach efforts by Commission will be done
- Commissioner Jester: Contact list needs to be updated to reflect her for District 3; Commissioner Perez is now district 8.
- Discussion regarding attendance
 - Concern over quorum needing to be had to allow for meetings to occur

GUEST SPEAKER: Claudia Abarca, Deputy Director, Public Works –
Contracts

- Overview of Public Works Contracting: PW will soon become a division of CIP & Engineering department in the upcoming Fiscal Year

GUEST SPEAKER: Markecia Simmons, Deputy City Attorney, Office of the City
Attorney

- [Ralph M. Brown Act- YouTube](#)
- Request for clarifications from the City Attorney need to be on the agenda.
- Request for Senior Representative from City Attorney's office for clarification over scope of hiring and Diversity Officer insight for February or March meeting

Break: 11:08am-11:15am

DISCUSSION ITEMS

- Attendance: Commission discussed the alternatives to resolve quorum issues and to foster an active and participating commission.
 - Chair request for February Agenda:
 - Discussion items
 - Chair and Vice Chair position elections
 - Action Items
 - Vote for Chair and Vice Chair
- Committee Meetings: Commissioner Kransberger and Commissioner Tervainen are representing CEOC at the EDIR meeting and the budget and government efficiency meeting.
 - Commissioner Tervainen: Request for updates/reminders for Commissioners to be present for any upcoming presentations, etc.

Goal Setting

- I. Support Disparity Study Process
 - a. Participate as stakeholder/support- Provide feedback in all phases
 - b. Monitor study – Subcommittee:
 - i. Commissioner Beth Kransberger- Subcommittee Chair
 - ii. Commissioner Custodio
 - iii. Commissioner Perez
 - iv. Commissioner Blain
 - c. Schedule committee meetings with Christian Silva for Disparity Study
- II. Develop a strategic approach/process to reflect best practices for Inclusive Outreach, hiring & retention
 - a. Continue to advocate for Chief Diversity Officer position.
 - b. Continue to gather data with regard to similar municipalities and identify next/best practices
 - c. Continue efforts to reflect communities' demographics.
- III. Outreach efforts
 - a. Organize/collaborate with Civil Service Commission

- i. Joint annual meeting
- ii. Follow-up requested

REQUESTS:

- Place goals on Agenda
- Action Items: Invite City Attorney's Chief Diversity Officer for March 4th 2020 meeting
- Reach out to Civil Service Commission
- Obtain data for comparison of other Cities' practices- from Personnel Dept
- Commissioner Blain will gather data for comparison of other Cities' practices for Chief diversity officer
 - Other cities to look at are:
 - 5th-Phoenix
 - 6th- Philadelphia
 - 7th-San Antonio
 - 9th- Dallas

Chair & Commission Updates

Mayor's Address to the City- Mayor will be having an active year. Focus on addressing mental help and housing crisis.

Calendar for next 3 meetings:

- February 6, 2020 at 6:00 p.m.
- March 4, 2020 at 6:00 p.m.
- April 1, 2020 at 6:00 p.m.

Formal Introduction of new Commissioner: Gemma Blain

LUNCH: (12:05 p.m. – 12:30 p.m.)

Adjourned: 12:30 p.m.