



THE CITY OF SAN DIEGO

CITIZENS' EQUAL OPPORTUNITY COMMISSION

MEETING MINUTES

Wednesday, November 4, 2020

Online Virtual Meeting

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CALL TO ORDER at: 6:03 p.m.

ROLL CALL:

Kristine Custodio Suero, Chair
Cinnamon Clark
Susan Jester
Dan Ortiz

Rafael Ortiz
Tony Teravainen
Gemma Blain

ABSENT:

Beth Kransberger, Vice Chair

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, Associate Management Analyst, Equal Opportunity Contracting

NON-AGENDA PUBLIC COMMENT: None

APPROVAL OF: MEETING MINUTES OF [October 7, 2020](#): Passed unanimously

Motion made by Commissioner Tony Teravainen, seconded by Commissioner Susan Jester

Commissioner Blain – Yay
Commissioner Clark – Yay
Commissioner Jester – Yay
Commissioner Perez – Yay

Commissioner Teravainen – Yay
Commissioner Cinnamon Clark – Yay
Chair Custodio-Suero – Yay

ABSENT: Beth Kransberger, Vice Chair

Item 4: DISCUSSION ITEMS

A. Disparity Study- CEOC & Other Focus Groups

- Focus Group Participation:
 - Commissioner Clark participated in a focus group with BBC and spoke with Lori Large of the Action Research team, regarding the identification of barriers for businesses not currently operating.
 - Provided the San Isidro Chamber of Commerce as a contact for the study.
 - Discussed the experiences and concerns with the businesses BBC has been able to interview.
 - Discussed the avenues and connections that have been established because of the Commissioners.
 - Commissioner Blain participated in a discussion with Lori Large.
 - Discussed the opportunity of providing feedback.
 - Discussed the network that the Commissioners have been able to establish.
 - Chair Custodio Suero participated in a discussion with Lori Large and was informed that November 10, 2020 was the date provided to receive feedback from businesses and asked if there would be any other feedback opportunities?
 - Mr. Silva: The upcoming Virtual Meeting with BBC is another opportunity for feedback. The virtual Meeting flyer was provided to vendors via Planetbids and the flyer was also provided to CEOC Commissioners to distribute to any one whom it would benefit.
 - The meeting's parameters will be an open forum to encourage a free discussion for businesses. City staff will only open the meeting.
 - Commissioner Blain: What was the process for the cold calling process utilized?
 - Mr. Silva: BBC has previous experience, which has provided them with a database with previous organizations and businesses that they utilize to conduct as much outreach as possible.
 - Commissioner Blain: Is it possible for them to have a list of small businesses that have provided RFPs?
 - Mr. Silva: Yes, we provided lists of previous vendors/businesses and provided the SLBE/ELBE list.
 - Chair Custodio Suero: Are we still on track?
 - Mr. Silva: Yes, we are on track, worst case scenario it would be run into January or February.
 - Chair Custodio Suero: Will there be follow-up with the will newly Seated Council Members?
 - Mr. Silva. Yes, we will ensure that there are no delays. We will be reaching out and ensuring they are up to date on the progress of the Disparity Study. Will be providing Council with the virtual meeting flyer ([Virtual Public Meeting - November 10, 2020](#)) tomorrow.
 - Chair Custodio Suero: When will find out who the new committee heads are?
 - Mr. Silva: Unsure but can follow up.
 - Chair Custodio: Please provide us with the information for the for the committees we work with (Budget and ED&IR).
 - Commissioner Teravainen also joined the focus group and was pleased with the questions there were asking, which shows the research areas they were focusing on.

STAFF UPDATES

Mr. Singleton provided the EOC program update including information on SLBE applications, outreach events, and an upcoming bid list for the Engineering & Capital Projects department.

- Mr. Silva: Can email EOC program update to Commissioners.

CHAIR ANNOUNCEMENTS

Chair Custodio Suero:

- New Council members
 - Is Office of Boards & Commissions liaison still going to be Joel Day?
 - Mr. Silva: Currently, it still is Joel Day.
- Update provided by Mr. Silva
 - Christiana Gauger is leaving the City and the new Interim Director will be Claudia Abarca.
- Update on EOC Staff
 - Mr. Silva: Obtained approval to continue with hiring process for three senior analysts and one supervising analyst. Expect to have them hired by the end of the year.
- Reminder: Three (3) commissioners' term limits are coming up at the end of 2020.
- Commissioner Jester:
 - Thanked EOC for all the hard work as she has been on the Commission for six years.
 - Congratulated Chair Custodio Suero on being honored as the Paralegal of the Year for the State of California.

ADJOURNMENT at 6:33 p.m.

MEETING MATERIALS:

- November 10, 2020 - Disparity Study Meeting Flyer ([Virtual Public Meeting -November 10, 2020](#))

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