



**THE CITY OF SAN DIEGO**

**CITIZENS' EQUAL OPPORTUNITY COMMISSION**

**MINUTES OF THE CEOC RETREAT**

Wednesday, August 24, 2011

10:00 am – 12:00 p.m.

At

City of San Diego - Metro Operations Center (MOC II)

9192 Topaz Way

San Diego, CA 92123

Auditorium Room

Tuesday, August 23, 2011

**COMMISSIONERS PRESENT:**

**Dr. Shirley Weber**

**Laura Warner**

**Eileen Chaske** (*Former Commissioner*)

**Ron T. Cho**

**John Cloud**

**Gregg Torwick**

**Juan Gallegos**

**Brad Barnum**

**Montes Jones**

**COMMISSIONERS ABSENT**

**Jay M. Montenegro**

**Stampp Corbin**

**MAYOR'S STAFF & Guests:**

Debra Fischle-Faulk, Administration Department Director

Henry Foster, Equal Opportunity Contracting Program Manager

Herb Lemmons, Program Manager – Mentor Protégé Program Report

Laura Davis, Word Process Operator, Equal Opportunity Contracting Program

Denise Sandoval, Administration Department Executive Secretary

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**CALL TO ORDER:** The meeting was called to order at 10 a.m. by Chair Shirley Weber. All Commissioners introduced themselves for the record.

**MINUTES APPROVAL:** Agenda unanimously approved (9 / 0). Minutes from July 6, 2011 unanimously approved (9 / 2 abstained)

**NON-AGENDA PUBLIC COMMENT:** None

## **STAFF REPORT:**

- Introduction of new Commissioners (*Commissioners need packets, along with a Copy of the Annual Report*)
  - Laura Warner
  - Jay Montenegro
  - Gregg Torwick
  - Monte Jones
- Quarterly report will now be an Annual report
- Currently preparing the Rules report for September 28<sup>th</sup>, 2011

## **ACTION ITEMS:**

- Commissioner Ron Cho, requested that the current Charter be reviewed to sort of re focus the Commission on what the Commission's duties are. Prime, Subprime, Contractors not wanting to do business with the City and is it systemic throughout City Department.
  - *The duties of the Commission are to monitor and or evaluate the Equal Opportunity Program of the City. Advise on a continuing basis the Mayor, City Council, Civil Service Commission, other appropriate agencies of city government. Submit annual reports for review. Assist in the recruitment of competent historically, underrepresented, women and disabled. Promote the City of San Diego as an Equal Opportunity employer for firms that desire to contract with the City. (Municipal Code 26.16 Amended by Ordinance 19255 - Updated:1/2004)*
- Public hearings series suggested by Debra Fischle-Faulk
  - Full Commission not required in Public Hearings
  - Begin these meetings in the Fall
  - How do we get the word out?
    - Target major events (Pathways to Partnerships, Cal. Water Authority...etc.)
    - Discuss possible break-out meetings
    - Survey suggested by Debra Fischle-Faulk requiring only the type of business you are. This would provide great feedback citywide regarding the process and it would address any challenges
    - Debra Fischle-Faulk suggested that the CEOC make contact with the Small Local Business Advisory Board, the Chair is Ruben Garcia, Director of Small Business Administration and he will be able to provide you with surveys. His group focuses on outreach
    - Commissioner's affiliations with other organizations please email the names and meeting dates to Debra Fischle-Faulk at: [dffaulk@sandiego.gov](mailto:dffaulk@sandiego.gov)

### **\* Dr. Shirley Weber (Chair) requested that staff returns to Octobers meeting with:**

- Draft version survey
- A list of large meetings taking place that the CEOC can participate in
- **Mentor Protégé Program (MPP) Process Discussion:**  
Herb Lemmons, Project Manager, Mentor Protégé Program Overview
  - 10 years and have only produced 8 Protégé's is a main concern
  - Modeled after Portland's Mentor Protégé Program
    - Portland is more successful due to the Staffing and Funding

**\*Dr. Shirley Weber (Chair) requests information regarding:**

- Portland is more successful with its program.

**Pros/Cons of Mentor Protégé Program**

- *Con:* Office space/yard cheaper to procure in the County than the City
  - *Pro:* MPP advertises to all newspaper
  - *Con:* Not enough outreach to all associations
  - *Pro:* The application process never closes to make it easier
  - *Con:* Financial disclosure is a concern
  - *Con/Pro:* There was discussion regarding the AGC's role within the MPP
  - *Con:* Environment is not the best in regards to the profit margin (2%)  
(Protégé, Jon Cloud)
  - *Con:* Current criteria requested really needed to participate in MPP
  - *Con:* Promotion of program lacking in MPP successes
  - *Con:* Technology is not being used to full potential to promote MPP
  - *Pro:* MPP purchases office equipment as well as, provides other assistance of large purchases for Protégé's.
- **Community involvement:**
    - Commissioner Gallegos suggested that there be more outreach, to take advantage of current events that the Commission can participate/partner in.
    - That the staffing levels currently do not allow for the current EOC group to provide outreach.
    - Suggestion to target different venues such as a media blast, newspaper...etc.
  - **Suggestion Box:**
    - Suggestion that a letter be send out to businesses, local newspapers regarding specific agenda items for better attendance at monthly meetings.
  - **Non-Compliance Consequence: Tabled for next meeting**

**COMMISSIONER ANNOUNCEMENTS/COMMENTS: None**

**CHAIR'S REPORT: None**

**ADJOURNMENT: Unanimously approved (9 / 0).**

**NEXT MEETING: September 7, 2011 at City Hall.**

**Materials Provided:**

- Minutes for July 6, 2011