



**THE CITY OF SAN DIEGO**

**CITIZENS' EQUAL OPPORTUNITY COMMISSION**

**SPECIAL MEETING**

Wednesday, February 13th  
6:00 p.m. – 8:00 p.m.  
City Administration Building  
*9th Floor Conference Room*  
202 C Street – 9th Floor  
San Diego, CA 92101

**COMMISSIONERS PRESENT:**

Jon Cloud  
Stampp Corbin, Chair  
Jason Craparo

Monte Jones  
Jay M. Montenegro  
Gregg Torwick, Acting Vice Chair

Laura Warner

**COMMISSIONERS ABSENT:**

Ron T. Cho

**MAYOR'S STAFF & Guests:**

Henry Foster, Administration Department, *Interim* Director  
Denise Sandoval, Administration Department Executive Secretary  
Darren Greenhalgh, Public Works, Engineering and Capital Projects Deputy Director

---

**CALL TO ORDER: ROLL CALL**

**APPROVAL OF:** Today's Agenda, and Meeting Minutes for December 5, 2012

***Motion made by Commissioner Craparo to approve minutes of December 5, 2012,  
Vote taken 7-0 motion passes unanimously.***

***Question:*** from Chair Corbin to Staff: Mayor Bob Filner announced on the radio that a new Department was going to be formed to promote small and minority women owned businesses, can you confirm this announcement and also inform the Commission why we weren't notified?

***Staffs responded that they were not aware of the announcement and that they would research it and inform the Commission.***

**NON-AGENDA PUBLIC COMMENT - None**

**STAFF UPDATE:**

- Public Works Update – Public Works Staff- Darren Greenhalgh
  - 1<sup>st</sup> Task Order under the MAAC Program for water group job 949 and water sewer group job 946 was awarded to TC Construction. The task order is in the amount of just under 9 million. 23% SLBE participation on construction and 12 ½ % on the design services side. 22.94% SLBE/ELBE, .72% DVBE for construction. 11.74% SLBE/ELBE .755% DVBE for Design Services.

Commissioner Warner asks what the City's recommended initial Goals at the time of RFP:

Commissioner Craparo informed that the City's goals as: Design Build is 5.8% and for Construction 20.9%.

Staff informed that currently, all 5 short listed firms achieved the required participation levels.

**DISCUSSION ITEMS:**

- Review Draft Strategic Plan – *handout provided*
  - Staff requested that the Commission provide some feedback
  - Staff is currently working on performance measure for the Recognition Program
  - There was substantial discussion regarding creating subcommittees to tackle each issue on the strategic plan.
  - Recognition subcommittee would like to present awards in June 2013.
  - Staff reminded the Commission that as long as they did not have a quorum (5+) on a subcommittee, they were allowed to meet and discuss amongst themselves and bring their findings to the Commission Meeting for presentation, discussion, and ultimately, a motion to the Commission for a vote to be taken.

***A Subcommittee including Commissioner Warner, Commissioner Cloud and Commissioner Craparo was formed to discuss Contracting Issues.***

***A Subcommittee including Commissioner Craparo, Commissioner Cloud, and Vice Chair Torwick was created to discuss the Mentor Protégé Program.***

*Commissioners requested that Staff provide the Mentor Protégé numbers be sent via email to the subcommittee.*

***A Subcommittee including Chair Corbin, Commissioner Warner, and Commissioner Montenegro was created to discuss Commission Administration.***

*Chair Corbin expressed that the one of the Commissions tasks is to monitor the diversity within the City. He would like to start having the Personnel Department to start reporting to the Commission the numbers on diversity of the City's workforce. As well as, the percentages of diversity of people in specific job classes.*

*There was extensive discussion regarding, measuring the diversity of the City's workforce.*

- Review Next Year's Meeting Calendar - *handout provided*

***Motion made by Commissioner Craparo to accept the meeting calendar with the amendments that the months of January and December not have meetings scheduled.  
Vote taken 7-0, motion passes and the calendar will be uploaded to the website.***

***Commissioner Warner requested a friendly amendment to the Motion to reschedule the meetings of July 3<sup>rd</sup> and September 4<sup>th</sup> rescheduled to the 2<sup>nd</sup> Wednesday of the month due to their close proximity to Holidays. Vote taken 6-0, motion passes, calendar will reflect amendment.***

- Review Term Limits for current Commissioners
  - Staff to meet with the Boards and Commissions Director (Lea Fields Bernard) and discuss re-appointments and new appointments. Staff will update the Commission.
  - Staff to develop a list of Departments and Director's for the use of developing Agenda Items for future meetings.
  - Chair Corbin to request to Council District 3, Todd Gloria, for recommendation to the Commission from his District.

***ACTION ITEMS: (Motions required)***

- CEOC Draft Annual Report

*Motion: Vice Chair Torwick mad a motion to accept the CEOC Draft Annual Report as presented. Vote Taken: 6-0 Motion passes and document will be prepared for signature and scheduled to be presented.*

- Action to Elect Vice Chair

*Motion: Commissioner Jones nominates Gregg Torwick as Vice Chair, 2<sup>nd</sup> by Commissioner Cloud: Vote Taken: 7-0, Motion Passes Commissioner Torwick, is officially Vice Chair*

**CHAIR ANNOUNCEMENTS - None**

**COMMISSIONER ANNOUCEMENTS**

- AGC On-line Tool Update – Commissioner Cloud will ask his office to forward information to the Commission.

**ADJOURNMENT: 7:30 PM**

**NEXT MEETING: March 6, 2013**

**MATERIALS PROVIDED:**

- **Minutes from December 5, 2012**
- **Draft Strategic Plan**
- **Draft Annual Report**
- **New Year's Meeting Calendar**
- **Term Limits Listing**