



**THE CITY OF SAN DIEGO**

**CITIZENS' EQUAL OPPORTUNITY COMMISSION**

Wednesday, March 6<sup>th</sup>, 2013  
6:00 p.m. – 8:00 p.m.  
City Administration Building  
Committee Room  
202 C Street, 12<sup>th</sup> floor  
San Diego, CA 92101

**COMMISSIONERS PRESENT:**

Jon Cloud  
Jason Craparo

Jay M. Montenegro  
Gregg Torwick, Acting Chair

Laura Warner

**COMMISSIONERS ABSENT:**

Ron T. Cho  
Stamp Corbin, Chair

Monte Jones

**MAYOR'S STAFF & Guests:**

Henry Foster, Administration Department, *Interim* Director  
Denise Sandoval, Administration Department Executive Secretary

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**CALL TO ORDER: ROLL CALL**

**APPROVAL OF:** Today's Agenda, and Meeting Minutes for March 6, 2013  
(*February Minutes unanimously approved as Amended*)

**NON-AGENDA PUBLIC COMMENT - None**

**STAFF UPDATE:** Henry Foster, Interim Administration Director

- Staff confirmed, with the Mayor and his Staff, that there is no new task force being created by the Mayor's Office regarding minority & women owned businesses.

**City of San Diego**  
**Citizens' Equal Opportunity Commission**  
202 C Street, MS 9A • San Diego, CA 92101  
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- Staff reported that Commissioner Craparo's resignation was received and that we are pending Commissioner Montenegro's resume for re-appointment. All other Commissioner's will be contacted as their re-appointment dates arise.
- *Acting Chair* Torwick asked that Staff provide an update of Diversity and Hiring Practices for the cities Personnel Director come and give a presentation.
- Staff replied that we are currently addressing scheduling presentations from different Departments.
- Staff informed that at the April meeting the City Comptroller would be asked to give a presentation.
- It was requested that the Commissioners send any questions that they would like addressed by the City Comptroller to Staff, so that the Comptroller's Office can provide an effective presentation.
- List of Directors in the city was provided to the Commissioners so that they can determine which Departments they would like to have make presentations to them.
- Commissioner Craparo reminded the Commission that there would need to be a rescheduling of his subcommittee positions in lieu of his resignation.
- EOC is still working with Public Works regarding the Contract delivery methods. The area of focus being A&E professional service contract compliance after award of the contract.
- SLBE program improvements are in progress and Staff informed that they are currently working with the City Attorney's office on them.
- Proposed debarment changes, City Attorney has provided a draft and Staff will schedule a time to present the draft to the Commission.
- Staff informed that EOC will be releasing the semiannual statistics for A&E and construction FY13.
- The upcoming bid list was also provided to all.
- Staff announced that the Purchasing and Contracting Department has hired a new Director who will be starting on April 15<sup>th</sup> 2013.

**DISCUSSION ITEMS:**

- Commissioner Warner requested Council Member Kevin Faulconer's Office to make a recommendation to the Mayor's Office regarding a recruitment possibility for the Commission.
- Commissioner Warner informed that amendments to contracts are taking months,

causing a hardship for small businesses. She requested a clarification of the new protocol regarding amendments to contracts.

- Staff informed that EOC has been asked to review specifics regarding performance, if the performance has been substandard EOC flags it and provides a recommendation not renew or extend the contract.
- Commissioner Torwick requested Mentor Protégé Program update including graduation criteria, funding, and current Mentors and Protégé's, and tracking success of graduates.
- Staff replied that it didn't appear that the Mentor Protégé's are meeting according to the MOU and that is also something that Staff is researching.

**ACTION ITEMS:** *(Motions required)* \* None

**CHAIR ANNOUNCEMENTS:** None

**COMMISSIONER ANNOUNCEMENTS:**

- Commissioner Cloud will send information provided by the AGC regarding the "Plan Room" statistics and information regarding an AGC event to Staff and Staff will forward the information to the Commission.

**ADJOURNMENT:** 7:30 PM

**NEXT MEETING:** April 3, 2013

**MATERIALS PROVIDED:**

- **Minutes from February**
- **List of City Director's**
- **Upcoming Bid List**