



# COUNTY OF SANTA CRUZ

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## PERSONNEL DEPARTMENT EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

AJITA PATEL, PERSONNEL DIRECTOR  
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### EEO COMMISSION MEETING MINUTES

July 20, 2022, 5:30 p.m.

**Location:** Remote Meeting  
**Present:** Patrick Garcia (1<sup>st</sup> District), Deena Pais (1<sup>st</sup> District), Jeff Ursino (2<sup>nd</sup> District), Carlos Landaverry (Vice Chair, 3<sup>rd</sup> District), Paula Ann Samarron (3<sup>rd</sup> District), Isabel Alvarado Dees (4<sup>th</sup> District), Dawn Harker (5<sup>th</sup> District), Nancy Gordon (5<sup>th</sup> District)  
**Excused:** Carol Turley (Chair, 4<sup>th</sup> District)  
**Unexcused Absence:** Patrice Edwards (2<sup>nd</sup> District)  
**Staff Present:** Mitsuno Baurmeister (*EEO Officer*), Kaite McGrew (*Commissions Manager*)  
**Public:** None

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- I. **Roll Call** – Quorum present. Meeting called to order at 5:36 p.m. by Vice Chair Landaverry.
- II. **Agenda Review**
- III. **Public comment** - None
- IV. **Business/Action Items**
  - A. **Approve April 20, 2022 Minutes**  
Motion/Second: Harker/Ursino  
**Motion passed (Two abstentions: Gordon, Samarron)**
  - B. EEO/CC Plan Update  
Baurmeister advised the Commission that publication of the EEO/CC Plan is in final review by department heads after updating with current census data, to be presented to the Board of Supervisors by October 2022.
  - C. Diversity, Equity, and Inclusion Survey Update  
Baurmeister reported that there were 775 responses to the survey (28% response rate) and a summary of the results is being finalized and will be shared at the October 2022 Commission meeting.
  - D. Next Meeting Location (Assembly Bill 361)  
Commission considered whether to adopt a statement of findings authorizing them to hold their meeting remotely under the provisions of Assembly Bill 36.  
**Motion to approve statement of findings authorizing the Commission to hold their next meeting remotely if allowable under the provisions of AB 361.**  
Motion/Second: Gordon/Harker

**Motion passed unanimously.**

**V. Reports**

**A. Staff Report**

- a. Baurmeister reported on the County Workforce Statistics as of June 30, 2022:  
58% women (12% over market availability)  
51% people of color (16% over market availability)  
Current workforce: 2,267; Same time previous year, 2,292
- b. Administrative Review
  - i. Underutilization of Women:
    1. General Services -22% (last quarter -17.6%)
    2. Information Services -18% (last quarter -19.6%)
    3. Parks and Recreation -13% (last quarter -12.6%)
    4. Public Works -22% (last quarter -21.6%)
    5. Sheriff's Office -11% (last quarter -11.6%)
  - ii. Underutilization of People of Color
    1. Planning -12% (last quarter -15%)
    2. Assessor/Recorder -11% (last quarter -11%)
- c. Equity & Data Group Update  
The Equity & Data Group continues to meet regularly and check in with departments on disaggregating data to increase equity in service delivery and support operational strategic goals.
- d. Current and Pending Recruitment:  
Commission reviewed current open positions.
- e. EEO Complaints and Reasonable Accommodation Requests  
Commission received an overview of EEO complaints and reasonable accommodation requests during the prior quarter.

**VI. Chair and Commissioners Reports: None**

**VII. Announcements: None**

**VIII. Adjournment**

Meeting adjourned at 6:11 p.m.

Submitted by Mitsuno Baurmeister, EEO Officer