



Meeting Minutes - Final

CONTRA COSTA COUNTY Advisory Council on Equal Employment Opportunity

Friday, August 22, 2025

9:30 AM

2530 Arnold Drive, Martinez |

<https://cccounty-us.zoom.us/j/81732410745?>

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| Call-In: 1-214-765-0478 / Conference Code:

480778 / Meeting ID: 817 3241 0745 / Password:

400478

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions

| | |
|----------------|--|
| Present | Lynette Hart, Rameet Kohli, Leonard Ramirez, Oravanh Thammasen, and Lauren Traylor |
| Excused | Amrita Kaur |
| Absent | DeVonn Powers |
| Late | Roosevelt Gipson Jr. |

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

3. Guest Speakers: Ellen McDonnell and Brandon Banks (Office of Public Defender)

Ellen McDonnell and Brandon Banks both have over 20 years of expertise in the Public Defender's Office. The Public Defenders represent a variety of clients from different backgrounds. The department has 6 advancing equity programs that they actively participate in. Advancing racial equity starts internally and expands outwardly. The department is working hard on many fronts to support their clients and give them the attention they need to succeed.

ACEEO agreed with the Public Defender's office recommendations for the future regarding being more competitive with attorney compensation so vacancies can be filled and retention improves. Also, moving the interview dates after bar exam results have been dispersed has been commended for the department.

4. REVIEW and APPROVE the minutes from June 27, 2025, Advisory Council on Equal Employment Opportunity meeting.

| | |
|----------------|----------------|
| Motion: | Traylor |
| Second: | Ramirez |

Aye: Gipson,, Hart, Kohli, Ramirez, Thammasen, and Traylor
Absent: Powers
Result: Passed

5.

[25-3034](#)

Attachments: [Contra Costa County EEO mission statement \(OFFICIAL\) 2018 Guest Speaker Outline](#)

Any changes to the Bylaws and Mission Statement will need to be presented to the Equity Committee and then to the Board of Supervisors for approval. Motion made and approved to revise the bylaws and mission statement before next meeting replacing all mentions of "Affirmative Action".

Motion: Kohli
Second: Traylor
Aye: Gipson,, Hart, Kaur, Kohli, Ramirez, Thammasen, and Traylor
Absent: Powers
Result: Passed

6. HR Offboarding sub-committee: Goal and Membership

Body reviewed the goal and mission statement for sub-committee. All in agreement over contents. Members set, no new additions to the sub-committee. Topics discussed during the next sub-committee meeting will be presented to the larger body at next month (September) meeting.

Next sub-committee meeting to be held at least 1 week prior to September meeting.

7. Roundtable Discussion/Public Comment

ACEEO suggests to ask if departments are similar in competitive pay and benefits or not, for hiring and retention struggles across the county.

8. Adjourn

Meeting is adjourned at 11:19 a.m.

The next meeting is currently scheduled for September 26, 2025.

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 2530 Arnold Drive, Martinez, CA, 94553, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Kiara Allen, (925) 335-1417

ADVISORY COUNCIL ON EQUAL EMPLOYMENT OPPORTUNITY MEMBERS

*LABOR-TRADE MEMBER SEAT:
(VACANT)*

*BUSINESS MEMBER SEAT:
DeVonn Powers*

*COMMUNITY MEMBER SEAT #1:
Rameet Kohli*

*EDUCATION MEMBER SEAT:
Roosevelt Gipson Jr.*

*COMMUNITY MEMBER SEAT #2:
Lauren Traylor*

*DISABILITY SEAT:
(VACANT)*

*COMMUNITY MEMBER SEAT #3:
(VACANT)*

*UNION MEMBER SEAT #1:
Oravanh Thammasen*

*COMMUNITY MEMBER SEAT #4:
Lynette Hart*

*UNION MEMBER SEAT #2:
(VACANT)*

*MANAGEMENT MEMBER SEAT #1:
Nicole Bilich*

*VETERAN'S SEAT:
Leonard Ramirez*

*MANAGEMENT MEMBER SEAT #2:
Amrita Kaur*

*STAFF TO ACEEO:
- Antoine Wilson
- Kiara Allen*

ACEEO Goals

- *Fill vacant ACEEO seats: Labor-Trade, Community #3, Disability, Management #1, and Union Member #2.*
- *Schedule speakers and topics that align with the ACEEO focus on equal employment opportunities within the County.*
- *Establish or create a link to the Office of Racial Equity and Social Justice (ORESJ) and Human Resources for regular attendance.*
- *Attend and look for implicit bias, diversity deficiencies, and under-representation at Contra Costa County sponsored career fairs, then report back to the ACEEO with discoveries.*
- *Create sub-committees to help address the goals of the ACEEO.*
- *Create a database of departmental presentations for ease of following up the next time a department attends as guest speakers.*