



## Meeting Minutes - Final

### CONTRA COSTA COUNTY Advisory Council on Equal Employment Opportunity

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Friday, March 27, 2026

9:30 AM

2530 Arnold Drive, Martinez  
cccouny-us.zoom.us/j/8272946546?

Call-In: 1-408-961-3928

Conference Code: 480778

Meeting ID: 827 294 6546

Password: 927232

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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

**Guests:** Anisa Smith

**Remote:** Lauren Traylor

**Present:** Roosevelt Gipson Jr., Lynette Hart, Amrita Kaur, Rameet Kohli, Melanie Laman, DeVonn Powers, and Oravanh Thammasen

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 Speaker: Anisa Smith (CCWORKS) (tentative)

Anisa Smith is the new Business Services Representative for Contra Costa Works (CCWORKS) Employment Services. CCWORKS is a program that connects qualified job seekers from CalWORKS and Welfare-to-Work programs with employment opportunities in the county. CCWORKS partners with various departments as well as profit and non-profit organizations to give individuals paid work experience. The goal is to return job seekers to the workforce by offering employers wage reimbursement for hiring CCWORKS participants.

4.

[26-1170](#)

**Attachments:** [ACEEO - Minutes - 02-27-2026](#)

**This Consent Item was approved.**

**Motion:** Kaur

**Second:** Gipson

**Aye:** Gipson, Hart, Kaur, Kohli, Laman, Thammasen, Traylor,  
and Powers

**Result:** Passed

5.

[26-1177](#)

**Attachments:**      [HR Off Boarding Sub](#)

The HR Off-boarding sub-committee recently met with another county to discuss their respective exit interviewing process. Questions regarding the collection of data and if it is used to assist with employee satisfaction or job retention. Though most data collection with the sub-committee has been anecdotal, the surrounding counties have attested to the usefulness for staff engagement. A key tool in preventing future issues in counties has been the use of "stay" interviews or "engagement" interviews. Advisory body asked sub-committee for data to be presented at next meeting.

## 6. Discuss 2025 Data

**This discussion item was tabled.**

## 7. Discuss EEO Outreach Work Group Updates

The EEO Outreach Work Group are working on ironing out the issues regarding the EEO Annual Report. There are many avenues that can be explored and the work group is working on narrowing down the options.

## 8. Discuss 2026 Projects

Advisory Body had a brief discussion regarding yearly projects that will keep the focus of the group. Tabled until list is presented to discuss further.

**This discussion item was tabled.**

## 9. Roundtable/Public Comment

## 10. Adjourn

The meeting was adjourned at 10:46 A.M.

The next meeting is currently scheduled for April 24, 2026.

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 lobby, during normal business hours. Staff reports related to items on the agenda are also accessible online at [www.contracosta.ca.gov](http://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 Thammassen*

*COMMUNITY MEMBER SEAT #4:  
Lynette Hart*

*UNION MEMBER SEAT #2:  
(VACANT)*

*MANAGEMENT MEMBER SEAT #1:  
Melanie Laman*

*VETERAN'S SEAT:  
(VACANT)*

*MANAGEMENT MEMBER SEAT #2:  
Amrita Kaur*

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