



## Meeting Minutes - Final

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

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Friday, October 25, 2024

9:30 AM

2530 Arnold Drive, Martinez |

[https://cccounty-us.zoom.us/j/84847038398?](https://cccounty-us.zoom.us/j/84847038398?pwd=MlEYlqtBswOqqFuixNnciHQ2ZnHQ8.1)

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

480778 / Meeting ID: 848 4703 8398 / Password:

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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 attending: Clearnise Bullard, Rameet Kohli (Zoom), and Oravanh Thammasen.**

**Present** Lara DeLaney, Lynette Hart, Eric Maldonado, DeVonn Powers, and Leonard Ramirez

**Excused** Roosevelt Gipson Jr., Amrita Kaur, and Lauren Traylor

**Absent** Nicola Lopez

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

Linda Farmer, LaKisha Russell, Nicole Bilich, and Dominique Burton (Human Resources Dept)

The Professional & Organizational Development (POD) Team is in its 3rd year of being the inside consulting team from the HR Dept. Works with all departments to offer trainings to staff in communication, customer service, leadership and more. Assessments and recommendations can be conducted and produced for struggling teams.

Applications are the starting point of any process for a county job. Each application is reviewed by an HR staff member to see if minimum qualifications are met based on demonstrations of skills, instead of keywords or buzz words. A 5-day rebuttal period is granted if an application is rejected based on minimum qualifications.

Plans for more community outreach through ORESJ partnership, trainings on pathways from entry level to higher paid positions, more training opportunities to current employees and prospective employees, and learning how processes overall can be improved.

4. REVIEW and APPROVE minutes from the October 4, 2024, Advisory Council on Equal Employment Opportunity meeting.

[24-3567](#)

**Attachments:** [ACEEO - Minutes - 10-04-2024](#)

**This Consent Item was denied until amended.**

**Nay:** DeLaney, Hart, Maldonado, Powers, and Ramirez

**Absent:** Lopez

**Result:** Failed

5. DISCUSS Hiring Process Workshop project sub-committee

Members suggests establishing a sub-committee that partners with Human Resources to assist in improvements of various steps in the hiring process.

Ramirez puts a motion forward to establish a Hiring Process sub-committee. Hart seconds the motion.

- Aye: All in attendance

- Nay: None

- Abstain: None

Motion approved by vote. Hiring Process sub-committee is established. Powers and Hart are members, and more members to potentially join at a later date.

6. DISCUSS Hiring Panel Project for 2025.

Falls under the category of the Hiring Process sub-committee. Will not be a separate entity.

Adjourn

The meeting was adjourned at 11:19 a.m.

The next meeting is currently scheduled for November 22, 2024.

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. Staff reports related to items on the agenda are accessible on line at [www.contracosta.ca.gov](http://www.contracosta.ca.gov). 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