



## Meeting Minutes - Final

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

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Friday, December 5, 2025

9:30 AM

2530 Arnold Drive, Martinez  
<https://cccounty-us.zoom.us>  
Call-In: 1-214-765-0478  
Conference Code: 480778  
Meeting ID: 817 3241 0745  
Password: 400478

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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

**Online Guests: Matt Brega, Kaitlyn Jeffus, Deb Johnson and Rasaan Johnson**

**Present** Lynette Hart, Rameet Kohli, and Oravanh Thammasen

**Excused** Amrita Kaur, and Leonard Ramirez

**Absent** Lauren Traylor

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: Matt Brega and Kaitlyn Jeffus (Department of Child Support Services)

Matt Brega and Kaitlyn Jeffus of the Department of Child Support Services presented on their exit interview process. Due to the size of their department, the number of annual interviews conducted is small. Process done internally and is willing to make updates using the suggestions from the advisory council. Social Workers have thankless job and mental support for staff is recommended towards all.

4.

[25-4952](#)

**Attachments:** [ACEEO - Minutes - 10-24-2025](#)

Quorum standards not met, vote is tabled until next meeting.

**This Consent Item was tabled.**

5.

[25-4966](#)

**Attachments:** HR Off Boarding Sub

The HR Off Boarding sub-committee has upcoming meeting with a surrounding county on how they handle exit interviews. They have identified which departments already conduct interviews, gathered best practices, and will finish compiling findings to present to the full council and HR at a later date. Overall suggestion made that an engagement survey should be conducted to get ahead of employees leaving departments or county.

6.

[25-4970](#)

**Attachments:** 2025 ACEEO Annual Report

Brief review of the annual report and advisory body entered input for all questions asked. Implicit Bias Training for advisory group on hold until further notice. Approval of report at next monthly meeting.

7. Roundtable/Public Comment

Recruitment Flyer made with the help of recruitment sub-committee. Needs to present to advisory body, then Equity committee, then approved by Board of Supervisors before Clerk of Board can use to promote advisory body.

8. Adjourn

Meeting adjourned at 11:02 A.M.

The next meeting is currently scheduled for January 23, 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:  
Oravanah Thammassen*

*COMMUNITY MEMBER SEAT #4:  
Lynette Hart*

*UNION MEMBER SEAT #2:  
(VACANT)*

*MANAGEMENT MEMBER SEAT #1:  
(TBD)*

*VETERAN'S SEAT:  
Leonard Ramirez*

*MANAGEMENT MEMBER SEAT #2:  
Amrita Kaur*

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