



Santa Cruz County Women's Commission

701 Ocean Street, Fifth Floor, Room 510
Santa Cruz, CA 95060
(831) 454-2772 (F) 831-454-2411 TTY/TDD: 711
commissions@santacruzcounty.us
www.sccwc.org

Notice of Public Meeting and Agenda

Date: Thursday, March 18, 2021
Time: 6:00 to 7:30 PM

In response to the COVID-19 public health emergency and pursuant to the provisions of the governor's Executive Order N-29-20, issued March 17, 2020, this will be a remote meeting. No physical location will be available, but access to the meeting and an opportunity to comment will be provided. Please dial-in to the teleconference using the information listed below:

TELECONFERENCE INFORMATION

United States: 1 (571) 317-3116

United States (Toll Free): 1 (866) 899-4679

Access Code: 804-456-693

AGENDA

1. Call to Order/Roll Call/Agenda Review
2. Approve *February 18, 2021 Meeting Minutes*
3. Correspondence
4. Public Comment:
Any person may address the Commission for a period not to exceed five minutes on matters within the jurisdiction of the Commission.
5. New Business/Action Items:
 - 5.1. Approve EEO/CC Plan Feedback Memo
 - 5.2. Support for Women's Political Participation
6. Reports of Officers and Ad Hoc Subcommittees
 - 6.1. Co-Chairs Report
 - 6.2. 2021 Trailblazers Ad Hoc Subcommittee Update
 - 6.3. Economic Justice Ad Hoc Subcommittee Appointments
 - 6.4. Public Awareness Subcommittee Update
7. Staff Report
8. Adjournment

The next scheduled regular meeting will be on Thursday, April 15, 2021 at 6:00 PM

The County of Santa Cruz does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs or activities. If you require special assistance to participate, please call (831) 454-2772 (TTY/TDD: 711) at least 72 hours in advance to make arrangements.



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Meeting Minutes

DATE: Thursday, February 18, 2021
TIME: 6:00 to 7:00 PM
LOCATION: Remote meeting
PRESENT: Theresa Cariño (Co-Chair, 1st District), Jillian Ritter (Co-Chair, 1st District), Laurel Schonfield (2nd District), Maryanne Campbell (3rd District), Maria Boutell (3rd District) Jenny Sarmiento (4th District), Vanessa Quiroz-Carter (4th District), Sheila De Lany (5th District), Rachel Bickert (5th District)
EXCUSED: None
ABSENT: None
STAFF: Kaite McGrew (*Commissions Coordinator*), Mitsuno Baurmeister (*EEO Officer*)
GUESTS: Nancy Breneau (*Santa Clara Commission on the Status of Women Commissioner*)

1. Call to Order/Roll Call/Agenda Review

Meeting convened at 6:06 PM.

Commission welcomed *Santa Clara Commission on the Status of Women* Commissioner, Nancy Breneau.

2. Review and Approve January 28, 2021 Meeting Minutes

Motion/Second: Ritter/Sarmiento

Motion passed unanimously.

3. Correspondence:

Commission reviewed former Commissioner Carrie Beaton's resignation letter.

4. Public Comment

Breneau reported on *Santa Clara Commission on the Status of Women* activities.

5. Continuing Business/Action Items:

5.1. County Equal Employment Opportunity and Cultural Competence Plan

Commissioners offered feedback on the EEO/CC Plan. Highlights include a recommendation to standardize departmental EEO/CC best practices, developing accountability reporting protocols, and further disaggregating gender data by race and ethnicity. The Commission also recommends that departments monitor and meet certain thresholds related to protected classes within job classifications to identify and address barriers to upward mobility for underrepresented groups. A complete list of feedback will be considered during the March meeting.

6. Reports of Officers and Ad Hoc Subcommittees

6.1. Co-Chairs Report: No Report

6.2. 2021 Trailblazers Ad Hoc Subcommittee Update

Commission reviewed the 2021 Trailblazers plan, including a virtual awards event with both live and recorded components. 2021 categories include *Economic Justice Leadership*, *Crisis Response Leadership*, *Anti-Racism Leadership*, *Cultivating Youth Leadership*, and the *Phoenix Award* recognizing women who lead despite significant challenges. A *Lifetime Achievement Award* will also be presented. Ritter appointed Boutell to the subcommittee to fill former Commissioner Beaton's seat.

Motion authorizing the ad hoc subcommittee to implement the plan.

Motion/Second: Sarmiento/ Quiroz-Carter

Motion passed unanimously.

6.3. Economic Justice Ad Hoc Subcommittee Appointments

Commissioners will review the *Economic Justice* section of the previous SOWAG report between meetings in preparation for subcommittee appointments in March.

6.4. Public Awareness Subcommittee Update:

Bickert was appointed to the Social Media Subcommittee.

7. Staff Report:

Staff will forward COVID-19 Town Hall information. New legislation has placed Brown Act constraints on Commissioner's social media engagement.

8. Announcements:

Sarmiento announced that the Watsonville International Women's Day Committee is partnering with the Watsonville film festival to present the film "Cholitas".

9. Adjournment

Meeting was adjourned at 7:41 PM.

Respectfully submitted by: Kaite McGrew, *Commissions Coordinator*



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MEMORANDUM

Date: March 18, 2021
To: Mitsuno Baurmeister, County Equal Employment Opportunity Officer
From: Santa Cruz County Women's Commission
RE: Feedback on the 2021-2024 Equal Employment Opportunity and Cultural Competence Plan

As requested, below please find the Santa Cruz County Women's Commission's feedback on the *2021-2024 Draft Equal Employment Opportunity and Cultural Competence Plan* for your consideration:

Overall

- Kudos for aligning the plan with the County's Strategic Plan
- Suggest making EEO/CC plans available from the county's EEO web page
- Suggest replacing the word "minority" throughout
- Suggest replacing the word "overutilization" throughout
- Suggest defining "cultural competence" clearly, early in the document
- Suggest including Mixtec and other indigenous languages in addition to Spanish translations of County communications. At a minimum, ensure that communications from the Office of Emergency Services (website, radio and critical printed materials on emergencies and disaster) are provided in Mixtec and indigenous languages as well as English and Spanish.
- Suggest broadening cultural training across all departments to include indigenous populations.
- Suggest updating with 2020 census data if possible
- Suggest including definitions of the job classification categories and clarify what SMSA is in the introductory section.
- Recommend disaggregating gender data by job classification and monitoring/addressing departmental disparities (e.g., having 100% of higher paying positions staffed by men, and 100% lower paying positions staffed by women, etc.)
- Recommend all departments develop and communicate clear career paths to support women moving from lower-paying classifications to higher-paying classifications and include information about this protocol and its success in the EEO/CC plan and their regular EEO/CC reporting process.
- Suggest opening the Volunteer Initiative Program (pg. 29) to formerly incarcerated persons
- Recommend implementing standardized, specific, publicly-available progress reporting protocols across all departments, particularly those in administrative review
- Recommend implementing standardized, measurable "Best Practice" elements across all departments and included uniform language on these elements in all department plans
- Recommend disaggregating workforce data by both gender and ethnicity/race to identify intersectional disparities

- Suggest clarifying language regarding the retrofit status of the 499 sidewalks (pg. 34) that needed to be brought into compliance (number retrofitted, number still requiring retrofit, retrofit completion goals, etc.)

Department-Specific

- *Agriculture Commissioner*: Suggest providing harassment prevention training for farmworkers, in addition to County employees
- *Animal Shelter*: Suggest fortifying outreach efforts, particularly to schools
- *Board of Supervisors*: Suggest exploring ways to make the working environment more appealing to women and BIPOC candidates
- *County Administrative Office*: Kudos for the internship opportunities and overseeing the County's LEAP program (developing emerging leaders). Interesting that the CAO's office used to be 93% female, and now is only 59%.
- *County Clerk's Office*: Plan is robust, comprehensive and clearly effective
- *District Attorney's Office*: The DA's office is making great efforts in outreach, recruitment, and accountability for services delivered and inculcating diversity and cultural competence from the ground up.
- *General Services*: Recommend requiring rather than encouraging GSD employees at all levels to attend Training Task Force classes that address cultural considerations related to providing customer service to different populations. Ensure that employee surveys related to improving GSD departmental internal and external customer service are anonymous
- *Health Services Agency*: Suggest clarifying language about the how supervisory meetings mentioned (pg. 101) are intended to diversify the workforce. Recommend including implicit bias training specific to the medical field (e.g., thresholds of pain for women and people of color, etc.). Recommend broadening the cultural training to include indigenous populations.
- *Human Services Department*: Suggest adding more targeted outreach and recruitment implementation specifics to the plan. Suggest adding more specifics about how oral boards and screening committees will ensure diversity.
- *Planning Department*: Suggest including the following implementation specifics from their department plan in the earlier Administrative Review summary section:
 - "Continue to promote specialized, targeted outreach in recruitments for professionals in order to ensure the diversity of qualified applicant pools"
 - "Conduct outreach to professional organizations, particularly those with sub-organizations representative of minority populations, when feasible"
- *Sheriff's Department*: Suggest including the following implementation specifics from the department plan in the earlier Administrative Review summary section:
 - "Ensure that oral boards reflect the diversity of the candidate pools to the extent possible"
 - "Recruit bilingual persons, as needed, to provide adequate services to all segments of the Santa Cruz County Population"
- *Planning Department*: Kudos to the department for having an equitable percentage of women in higher paying jobs. Suggest including examples of specific outreach efforts to the disabilities community.
- *Probation Department*: Department plan is robust, including a strong internship program to encourage young people.
- *Sheriff's Department*: Suggest including more specific metrics and action steps



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Scheduled Meetings

Unless otherwise specified below, regularly scheduled Women's Commission meetings are generally held as follows:

DAY: Third (3rd) Thursday*
MONTH: Every month except July and December
TIME: 6:00 PM – 7:30 PM
LOCATION: **Santa Cruz County Government Building (unless held remotely)****
5th Floor Board Chambers or Redwood Conference Room (see below)
701 Ocean Street, Santa Cruz, CA 95060

****Unless noted otherwise below**

Locations may vary for outreach, town hall meetings, special meetings, changes of location, or meeting cancellations. Changes to the schedule will be listed on the website at www.sccwc.org as soon as information becomes available.

2021 MEETING DATES		
DATE	TIME	LOCATION
January 28, 2021	6:00 – 7:30 PM	Remote Meeting
February 18, 2021	6:00 – 7:30 PM	Remote Meeting
March 18, 2021	6:00 – 7:30 PM	Remote Meeting
April 15, 2021	6:00 – 7:30 PM	Remote Meeting
May 20, 2021	6:00 – 7:30 PM	Remote Meeting
June 17, 2021	6:00 – 7:30 PM	Remote Meeting
August 19, 2021	6:00 – 7:30 PM	To Be Determined
September 16, 2021	6:00 – 7:30 PM	To Be Determined
October 21, 2021	6:00 – 7:30 PM	To Be Determined
November 18, 2021	6:00 – 7:30 PM	To Be Determined