

**DRAFT**

**MINUTES  
SAN JOAQUIN COUNTY  
EQUAL EMPLOYMENT OPPORTUNITY ADVISORY COMMITTEE (EEOAC)**

**April 2, 2025  
3:00 P.M.**

**San Joaquin County Administration Building  
Video Conference via Microsoft Teams**

---

**I. Call to Order**

Nadeja Steager, Chair, called the meeting to order at 3:00 PM

**II. Introduction of New Committee Members**

David Davis introduced and welcomed the new Committee members Allwyn Brown, Elaine Edmond, Michael Sorensen, and Pavleen Grewal (absent) who will serve as our members at-large. Also, Christina K. Jones who will serve as the County Administrator Nominated Employee Representative.

**III. Roll Call**

EEOAC Members

- Present: Dominic Biles, Elaine Edmond, Christina K. Jones, Michael Sorensen, Douglas Vigil (Online), Nadeja Steager, Allwyn Brown
- Absent: Pavleen Grewal

HR/EEO

- Present: Tyler Vernon, David Davis, Mikal Mitchell, Constance Bibbs, Rachel Novetzke, Oriana Maghoney, Nicole Devencenzi, Monique Jones

**IV. Staff Introductions**

Rachel Novetzke introduced staff from HR/EEO.

**V. Approval of Minutes (June 5, 2024)**

A motion was made by Nadeja Steager to approve the June 5, 2024, minutes. The motion was seconded by Dominic Biles. The motion carried unanimously. The minutes were approved.

**VI. Self-Introduction of Visitors in Attendance**

- Present: Daniel Kim (Public Health Services), Lanette Chase (Probation).

**VII. EEO Program Report**

David Davis provided a summary of the EEO Office's accomplishments over the past year. He reported the following:

- The EEO Office hosted the Annual Diversity Luncheon in both 2023 and 2024, with attendance figures of 350 and 240, respectively.

---

Note: If you need disability-related modification or accommodation in order to participate in this meeting, please contact the EEO Office at (209) 468-3374 at least 48 hours prior to the start of the meeting. Government Code Section 54954.2(a).

**DRAFT**

**DRAFT**

- Between 2022 and 2024, the office received 32 informal complaints and 85 formal complaints. This reflects a 6.25% increase in total complaints compared to the 2020–2022 reporting period.
- Appeal hearings/CSC Rule 20 hearing requests remained consistent, with one (1) request during each reporting period (2020–2022 and 2022–2024).
- A total of 944 supervisors and managers completed Sexual Harassment Prevention training.
- 5,240 non-supervisory employees also received Sexual Harassment Prevention training.
- 4,176 county employees participated in Diversity, Respect, and Inclusion training.

Looking ahead, the EEO Office plans to define the role of the EEO Coordinator more clearly and increase training opportunities for individuals in that role.

**Upcoming Reports**

Oriana Maghoney (Staff Development) will provide an overview of countywide employee training courses at the August EEOAC meeting.

**VIII. Old Business**

- Update: Sub-committee communication

**A. EEO Plan Sub-Committee**

**IX. New Business**

- EEOAC Elect (Chair/Vice-Chair)

A motion was made by Nadeja Steager to elect new chair and vice chair. Douglas Vigil nominated Nadeja Steager to continue as the Chairperson. The nomination was seconded by Dominic Biles. The vote carried unanimously. Nadeja Steager was re-elected as Chairperson of the EEOAC. Dominic Biles nominated himself as Vice-Chair for the EEOAC. The nomination was seconded by Christina Jones. The vote carried unanimously. Dominic Biles was elected as Vice-Chair of the EEOAC.

- EEO Plan Review and Discussion (B8)

**A. Review of 2024-26 EEOP Objectives**

Nadeja Steager moves to vote on approving the EEO Plan and send to BOS. A motion was made by Douglas Vigil to vote on approving the EEO Plan. The motion was seconded by Michael Sorensen. The vote carried unanimously. EEOAC moves to send the EEO plan to the BOS.

Oriana Maghoney read through section XIII and IX of the EEO Plan.

Oriana Maghoney requests that the EEOAC prepare bios and pictures to upload on the county's EEO Website board member page.

---

Note: If you need disability-related modification or accommodation in order to participate in this meeting, please contact the EEO Office at (209) 468-3374 at least 48 hours prior to the start of the meeting. Government Code Section 54954.2(a).

**DRAFT**

- EEO Plan Sub-Committee (B8)

A motion is made by Nadeja Steager to create the EEO Plan Sub-Committee. The motion was seconded by Dominic Biles. Dominic Biles, Michael Sorensen, Elaine Edmond, and Allwyn Brown volunteer to be a part of the EEO Plan Sub-Committee.

- Vote to host 2025 Diversity Luncheon (B9)

A motion was made by Nadeja Steager to vote on hosting the 2025 Diversity Luncheon. The motion was seconded by Dominic Biles. The vote carried unanimously. The Diversity Luncheon will be held on October 23, 2025.

- Establish luncheon sub-committee (B9)

A motion was made by Nadeja Steager to establish a luncheon sub-committee. A motion was made by Dominic Biles to establish a luncheon sub-committee. The motion was seconded by Douglas Vigil. The vote was carried unanimously to establish the luncheon committee.

Oriana Maghoney clarifies that EEO Coordinators and other staff can also be a part of the committee. Tyler Vernon and David Davis are to create an email invitation to send out to EEO Coordinators for the luncheon sub-committee. Nadeja Steager, Dominic Biles, Michael Sorensen, Christina Jones, Elaine Edmond, Allwyn Brown, and Douglas Vigil volunteer to be a part of the EEO Plan Sub-Committee.

- Annual Presentation by HR Employment Services (A1) (B2d)

Oriana Maghoney postpones the annual presentation until the next EEOAC Meeting set for June 4, 2025. Rachel Novetzke anticipates another EEOAC position being filled by the next meeting.

- Review 2025 EEOAC Calendar

David Davis goes over the remaining meetings for the rest of the year. June 4, August 6, October 1, December 3 (Final meeting) from 3 pm – 5 pm. Add to the June Agenda to vote on hosting the holiday social.

**X. General Comments**

No Comments.

**XI. Public Comment**

No Public Comment.

**XII. Upcoming Meetings**

June 4, August 6, October 1, December 3 (Final meeting) from 3 pm – 5 pm

**XIII. Adjournment**

The meeting adjourned at 4:45 PM.

---

Note: If you need disability-related modification or accommodation in order to participate in this meeting, please contact the EEO Office at (209) 468-3374 at least 48 hours prior to the start of the meeting. Government Code Section 54954.2(a).