

San Bernardino County
Equal Opportunity
Commission



2024 Biennial Report
For Years
2022 and 2023

**Equal Opportunity Commission Members
December 31, 2023**

First District

Michael Stevens
Evelyn Glasper

Second District

Linda Sargent
Vacant

Third District

Al Hernandez
Roy George

Fourth District

David Sakurai
James Willingham

Fifth District

Carolina Verduzco
William Jernigan

Member-at-Large

Felicia Alexander

Our Mission

The Board of Supervisors of San Bernardino County (County) established the Equal Opportunity Commission (Commission) to monitor and review the County's Equal Employment Opportunity (EEO) program; to ensure the program is administered in accordance with the policies established by the Board of Supervisors; to advise the Board of Supervisors about any necessary changes to the EEO program; and, to advise the Chief Executive Officer on the progress of the County's achievements in EEO.

Our Purpose

The Commission monitors and reviews the County's EEO program; provides feedback, guidance, and advice to the County departments; and advises the Board of Supervisors of progress in this area.

Our Vision

The Commission envisions a workforce reflective of the diverse communities it serves.

**The Equal Opportunity Commission Commitment to
Promote Fair and Impartial Diversity in All County Departments**

In 1984, the San Bernardino County Board of Supervisors created the Equal Employment Opportunity Commission to implement best practices and to gain a common sense understanding of the diverse workforce in all County Departments.

The Commission believes that the County is a workplace where we prioritize diversity, equity and inclusion. This creates an environment that respects and values individual differences in the workplace. Inclusive organizations foster cultures that minimize bias and recognize and address systemic inequities, which, if unaddressed, can create disadvantage for certain individuals. These efforts are reflected in the organizational mission, vision and Department Diversity Committee (DDC) policies.

The Commission strives to ensure that no policies, procedures, or practices exist that might result in any groups being advantaged or favored and others being disadvantaged or devalued, resulting in fewer opportunities and slower upward movement. Finally, the Commission will attempt to have the workplace of the County of San Bernardino to be a place of inclusiveness, fairness and equity.

WHEREAS: The Commission makes deliberate decisions when evaluating the diversity in County Departments. The Commission strives to be compassionate, fair-minded and sensitive. We use qualitative

measures on how the County can ensure that all employees are respected and treated fairly, and quantitative demographic data of the current workforce and projected workforce composition. The Commission strives to require that upper management supports the goal of achieving a diverse workforce that embodies different perspectives and approaches toward maintaining a multicultural workplace and valuing diversity in the workforce. Toward that objective, DDCs have been instituted and supported by the Commission and an annual EOC Forum has been sponsored by the Commission, held for the benefit of all San Bernardino County Department leadership that explores current issues that might be of interest to the 22,000 county employees.

WHEREAS: The Commission advocates compliance with all federal and state laws related to discrimination and harassment on the basis of age, ancestry, color, marital status, medical condition, national origin, physical or mental disability, race, religion, genetic information, military/veteran status, gender, gender identity/expression, sex or sexual orientation. The Commission does not advocate any type of discrimination or harassment on the basis of any category protected by law.

WHEREAS: The Commission with the development of DDCs requests that all department heads reexamine all policies, practices and managerial values that affect the responsibilities, treatment and advancement of protected groups according to the Equal Pay Act of 1963, Title VII of the Civil Rights Act of 1964, and the Age in Discrimination Act of 1967.

WHEREAS: The Commission, as a County Board, has a duty to maintain high standards of conduct and to display attributes of honesty, impartiality, trustworthiness and to abide by all rules and regulations as advocated by the Board of Supervisors.

WHEREAS: The Commission restates that county departments are friendly, flexible, and supportive.

IN SUMMARY, the Commission will disseminate this Commission Statement as it is incorporated into the 2022-2023 Biennial Report.

Introduction

In accordance with our mission, every two years the Commission submits a report to the Board of Supervisors and the Chief Executive Officer regarding the progress and achievements of the Commission. This report provides an overview of the Commission's activities in 2022 and 2023, which include the Annual Diversity and Inclusion Forums, the Equal Opportunity Commission (EOC) Annual Recognition Award presentations, the Department Diversity Committees and summaries of the presentations made by each County department appearing before the Commission.

Throughout the year, County departments are invited to meet with the Commission to present and review their respective EEO programs and/or activities, outreach efforts, and succession plans. These departments were evaluated for their hiring and promotional efforts in achieving a diverse workforce, improving their workforce representation, and providing career development opportunities for County employees. The departments were also evaluated based on their creation of new and innovative ways to manifest the Commission's vision of achieving diversity in the workforce to reflect the communities served.

Diversity and Inclusion Forums

In November 2022, the Commission resumed its annual Diversity and Inclusion Forum event after a hiatus due to the COVID-19 pandemic. Due to the hiatus, the 2020 and 2021 awards winners were presented their awards at the 2022 Diversity and Inclusion Forum and the 2022 and 2023 award winners were presented their awards at the 2023 Diversity and Inclusion Forum.

2022 Diversity and Inclusion Forum – Having a Successful and Diverse Workforce

The event was held at the San Bernardino Elks Lodge on November 3, 2022, with approximately 160 guests in attendance. The Master of Ceremonies, Commissioner William Jernigan, welcomed Supervisor Joe Baca Jr., Fifth District Supervisor, who provided the opening remarks for the event. Chief Executive Officer, Leonard X. Hernandez was the keynote speaker for the 2022 Diversity and Inclusion Forum. After Mr. Hernandez' speech, an activity took place that gave attendees an opportunity to scan the QR codes that were located on the wooden cubes at each table. The QR codes were linked to six different DDC webpages that were highlighted due to their efforts and achievements. After reviewing the webpages, guests were encouraged to complete an activity card that encouraged them to write down their DDC's best practices and how they plan to blossom diversity within their department. Due to the pandemic hiatus, the recipients of the 2020 and 2021 Leading the Way and Moving Ahead awards were announced and presented with their awards. The Moving Ahead recipient for the year 2020 was the Registrar of Voters Department. The Department of Child Support Services was the recipient of the 2020 Leading the Way award. The 2021 award recipients were announced and presented with their awards. The Moving Ahead recipient for the year of 2021 was the Department of Public Health. Fleet Management received the Leading the Way award for the year of 2021. To conclude the event, Chair Jernigan conducted a raffle along with a final activity and closing remarks.

2023 Diversity and Inclusion Forum - Creating an Equity-Driven Multigenerational Workforce

Due to a schedule conflict in October 2023, the 2023 Diversity and Inclusion Forum was postponed to February 8, 2024. The event was held at the Fox Banquets and Events located in Redlands and welcomed nearly 160 guests. Assistant Executive Officer (AEO), Diana Alexander, provided the opening remarks and introduced the guest speaker, Theo Miller, from the Equity Element Group. Mr. Miller provided a presentation titled "From Intentions to Impact: Imagining the EOC's Next 40". The presentation covered three topics: Intentions vs. Impact, Our Learning Journey to Equitable Impact, and Next Steps, Next 40. Kristina Ramirez from the Human Resources Department introduced the Equal Opportunity Commission Chairman, William Jernigan. Chairman Jernigan presented the Leading the Way and Moving Ahead award winners for 2022 and 2023. The Commission recognized the County Library as the 2022 Leading the Way award winner and Regional Parks as the 2022 Moving Ahead award winner. The Commission recognized the Registrar of Voters as the 2023 Leading the Way award winner and the Preschool Services Department as the 2023 Moving Ahead award winner. After presenting the departments with their awards, Chairman Jernigan conducted a raffle as the Human Resources Staff distributed a "Diversity Works Here" pin to all attendees. To conclude the event, Fifth District Supervisor, Joe Baca Jr., provided the closing remarks that emphasized the importance of nurturing an equitable and diverse organization while encouraging and supporting the multigenerational workforce and how leadership at San Bernardino County plays an important role in creating a diverse and inclusive culture in their department.

EOC Annual Recognition Awards

In 2008, the Commission established the EOC Annual Recognition Award to recognize a department whose efforts and commitment to attaining diversity were exemplary, and whose workforce was reflective of the communities it serves. In 2011, the Commission renamed the award to “Leading the Way” to recognize a County department whose efforts most closely mirror the goals and mission of the County’s EEO plan. A second award was also established, which is entitled “Moving Ahead.” This award serves to recognize a department whose efforts demonstrate progress in improving diversity in the workplace and strives to meet the goals and mission of the County’s EEO plan.

2020 EOC Annual Award Recipients

The Leading the Way Award is being presented to the Department of Aging and Adult Services. The statistics and details backed up the recommendations provided by the EOC and the EOC felt the Department of Aging and Adult Services (DAAS) and Office of Public Guardian (OPG) is headed in the right direction under the stellar leadership of Ms. Sharon Nevins.

The Moving Ahead Award was presented to the Assessor-Recorder-County Clerk Department. The diversity and inclusion amongst the workforce was admirable and the significant changes made since the previous appearance before the Commission did not go unnoticed. The Assessor-Recorder-County Clerk’s Department Diversity Committee, Team ARC, is making great strides in outreach and bridging the gap of underrepresentation of Hispanic males in the workforce. The utilization of social media and the timeline style blog Team ARC newsletter is an excellent resource to the community, applicants and employees.

2021 EOC Annual Award Recipients

By demonstrating their commitment, efforts and ability to achieve diversity within their workforce, The EOC was proud to present Child Support Services (CSS) the “Leading the Way” Award. The Commission was impressed with their excellent presentation and the fact that CSS addressed feedback provided by the Commission in 2017 related to succession planning, by partnering with community groups, organizations, and schools in the areas of recruitment and outreach. The Commission was excited with CSS’s successful hiring event and onboarding process and for their level of staff engagement within the department. The Commission also appreciated the available training opportunities given to CSS Staff. Training available to employees included leadership and development; cultural competency; and development for new and newly promoted employees.

The EOC proudly presented the “Moving Ahead Award” to the department of Registrar of Voters (ROV). ROV had great diversity within its staff, realizing that with a small number of employees, this can be a challenge. ROV demonstrated a process of inclusiveness by creating the opportunity for the community to preview career options with the County through temporary or recurrent staff full-time positions when available.

2022 EOC Annual Award Recipients

The “Leading the Way” Award was presented to the County Library. The County Library gave an outstanding presentation before the Commission, detailing the efforts the department had made to go above and beyond to cultivate a diverse and inclusive workforce. The County Library has demonstrated their commitment to diversity, equity, and inclusion in their department by promoting education, training, mentoring, and professional development; and by having a proactive and committed DDC that continued

meeting throughout the COVID-19 pandemic and is involved in many of the department's functions. The DDC played an integral role in developing a detailed career ladder guide, which helps employees understand the different positions in the County Library system and the experience and qualifications needed for advancement.

The "Moving Ahead" Award was presented to Regional Parks. Regional Parks created newsletters that regularly featured employee spotlights, educational flyers, and videos that promoted diversity, equity and inclusion and supported the County's Equal Employment Opportunity Program. These initiatives, amongst others, continued to inspire employees to learn, understand and respect the ethnic, cultural and gender diversity within the department. Regional Parks has continued to demonstrate their efforts and make strides in creating a more inclusive and diverse workplace.

2023 EOC Annual Award Recipients

The Commission recognized the Registrar of Voters as the recipient of the 2023 Leading the Way award. The Registrar of Voters was proactive in their commitment to creating a more diverse and inclusive workforce. The Registrar of Voters expanded their candidate pool by modifying the education requirement within their Election Worker Department which resulted in an increase in the department's diversity. Although the department had a large number of temporary and recurrent staff, the DDC was active and kept staff informed of matters related to diversity and inclusion. The department demonstrated innovation through the creation of a "Junior DDC" which ensured that the temporary and recurrent staff employed by the department were also given the opportunity to participate in diversity and inclusion activities. The Registrar of Voters demonstrated through their innovation, their DDC efforts, and their recruitment and outreach efforts that they actively promoted diversity and inclusion in the workplace.

The "Moving Ahead" Award was presented to the Preschool Services Department. The Preschool Services Department not only continued their DDC efforts and activities throughout the COVID-19 pandemic, but also increased the number of active members in their DDC. The Preschool Services Department demonstrated that the department and DDC are proactively taking steps to cultivate a more diverse, inclusive and overall positive work environment. The Preschool Services Department implemented a staff feedback survey that identified diversity trends, issues and challenges within the department to be able to proactively strategize addressing any concerns or opportunities for continued growth in areas of diversity, equity, inclusion, and the succession plan. The Preschool Services Department showed that they were making great strides and efforts to create and maintain a more diverse, and inclusive work environment.

Department Diversity Committees

In response to several departments requesting assistance in obtaining more diversity, the Commission recommended that the Human Resources Department help them establish Department Diversity Committees. Beginning in the 2014-15 fiscal year, the following six departments formed DDCs and were part of the pilot group: Aging and Adult Services, Public Defender, Purchasing, Children and Family Services, County Library, and Public Works.

As of 2023, San Bernardino County has a total of 32 departments that have established a Department Diversity Committee. The DDC updates for 2021 and 2022 are noted under each department presentation summary below.

Summary of Commission Activity and Department Presentations for 2022

A. 2022 Commission Members – As of January 1, 2022

First District

Margaret Smith
Evelyn Glasper

Second District

Linda Sargent
Valerie Samuel

Third District

Al Hernandez
Norman Nunez

Fourth District

David Sakurai
James Willingham

Fifth District

Carolina Verduzco
Vacant

Member at Large

Felicia Alexander

Resignations

Margaret Smith - Resigned from seat for District 1, effective 3/31/2022.

Norman Nunez - Resigned from seat for District 3, effective 3/29/2022 - The Board of Supervisors declared and posted vacancy per Maddy Act for remaining 4-year term expiring 12/31/2023.

Appointments

Michael Stevens - Appointed to seat for District 1, effective 6/14/2022. Expiring 12/31/2025.

Roy George - Appointed to seat for District 3, effective 10/4/2022. Expiring 12/31/2023.

William Jernigan - Appointed to seat for District 5, effective 3/15/2022. Expiring 12/31/2025.

Reappointments

Margaret Smith - Reappointed to seat for District 1, effective 1/25/2022. Expiring 12/31/2025.

Linda Sargent - Reappointed to seat for District 2, effective 1/1/2022, Expiring 12/31/2025.

David Sakurai - Reappointed to seat for District 4, effective 1/1/2022, Expiring 12/31/2025.

Al Hernandez - Reappointed to seat for District 3, effective 1/1/2022, Expiring 12/31/2025.

B. Election of Officers

The Commission conducts an election of officers each year. The following Commissioners were elected as officers for 2022:

Al Hernandez
Evelyn Glasper
James Willingham

Chair
First Vice-Chair
Second Vice-Chair

C. Assembly Bill 1234 (AB1234) Training

AB1234 requires that local agencies provide ethics training to local agency officials by January 1, 2007, and every two years thereafter. The following Commissioners completed or renewed their training in 2022:

➤ Linda Sargent, September 26, 2022

- Al Hernandez, November 7, 2022
- Carolina Verduzco, November 20, 2022
- William Jernigan, December 31, 2022

D. Summary of Department Presentations for 2022

1. Jason Anderson, District Attorney, District Attorney (DA), January 2022

The Commission was pleased Mr. Anderson, as a leader, supported his DDC in its efforts, and all events related to diversity and inclusion. The Commission applauded the representation achieved in their DDC with ethnic and gender diversity in the membership, as well as the messaging, community outreach, diversity initiatives, and training.

Department & Department Diversity Committee Updates

- *Facilitators received certification in Diversity and Inclusion*
- *Provided Quarterly trainings*
- *16 members (56.25% female) (31% Asian, 31% Black, 25% Hispanic, 12% White)*
- *Regular meetings held twice a month and standing committee meetings held as needed*
- *Created a Diversity and Inclusion Website*
- *Created recruitment videos about who we are entitled “What’s your Story?”*
- *Made brochure modifications affirming the department’s commitment to diversity and inclusion*
- *Participated in Law Day*
- *Made outreach efforts to local schools with presentations*
- *Held meetings with local leaders on collaborative efforts*
- *Created a mentorship program*
- *Expanded communications with Hispanic, Black, Arab and Asian law student associations to apply to their department as an attorney or as paid law clerks*
- *Participated in the Superior Court’s Committee on Bias*
- *Attended trainings: Implicit Bias Training, March - “The Anti-Racist Prosecutor and Making Real Progress”, Jury Selection Training -AB3070*
- *Collaborated with PERC to enroll staff in Management and Leadership Academy (MLA)*

2. Beahta Davis, Director, Regional Parks, February 2022

The Equal Opportunity Commission appreciated the department’s continued support of the County’s Equal Employment Opportunity Program and the opportunity to work with them. The Commission acknowledged and commended the department for the efforts that were made to create a more diverse and inclusive workforce. The Commission was interested in receiving a follow-up report on how the department planned to continue to address the areas of underrepresentation in certain populations within their department. The Commission encouraged the department to look for additional methods to increase applicants and encouraged their growth to promote within the department. For those employees who were previously hired and later promoted to other positions outside the department, the Commission wanted to know if they knew about the internal promotional opportunities and if they were able to be promoted. The Commission was cognizant of the challenges that the past few years have presented but were eager for the DDC and its monthly newsletters to resume as great effort was put forth to establish the DDC.

Department & Department Diversity Committee Updates

- *Re-established the DDC in the Spring*
- *Developed and disseminated newsletters with employee spotlights, educational flyers and videos*
- *Attended multiple Career Fairs and Hiring Events*
- *Recruited on social media/websites geared toward diverse populations*
- *Internal part-time General Service Workers (GSW) are provided the first opportunity to apply and interview for full-time GSW positions*
- *Department funded trainings: County's MLA Program and PERC classes, Certified Playground Safety Inspector, Certified Herbicide Applicators, First Aid/CPR, National Recreation and Parks Association Trainings/Workshop, California Park and Recreation Association Trainings/Workshops*
- *Hands-on training provided to prepare for promotional opportunities: Interview Panel Participation, Career Ladder Information, Maintenance, Landscaping and Irrigation, Customer Service, Communication and Writing, Financial and SAP training*

3. Kimberlee Drury, Deputy Chief Probation Officer, Probation Department, March 2022

The EOC commended Deputy Chief Probation Officer Drury on an excellent presentation. The Commission was pleased that she, as a leader, supported the DDC in its efforts, and all events related to diversity and inclusion. The Commission acknowledged the effort to attain balance in gender representation and the increase in Hispanic representation, as well as commended the effort being put forth to be present at events within the community. Additionally, the Commission recommended that they amend their mission statement to include diversity. A request was made to provide a copy of the strategic plan that was previously being developed to encourage a diverse workforce. Finally, the Commission also wanted to ensure that the role of the DDC is to promote diversity and inclusion and is not to be used as a complaint reporting mechanism for staff.

Department & Department Diversity Committee Updates

- *DDC has 35 active members: 8 males, 27 females, 15 Hispanics, 9 African Americans, 8 Caucasians, 3 who identify as Other*
- *Membership is represented from line-level, supervisory, and administrative levels*
- *Hold bi-monthly meetings*
- *Organized and sponsored a variety of departmental activities throughout the year*
- *Provided representation during interview panels to ensure fair hiring practices*
- *Coordinated the Mentorship Program and annual cultural and diversity potluck*
- *Regularly recruit new employees and volunteers through outreach events within the community and social media campaigns*
- *A volunteer/recruitment officer coordinates events throughout the year such as: career/college fairs, military fairs, community outreach events*
- *Hosted Applicant Workshops, Community events, Career fairs, Annual Probation Connection Event, and enrolled staff in the Management Leadership Academy*
- *Staff have the ability to transfer between bureaus, Detention Corrections Bureau and Community Corrections Bureau, to enhance their opportunities for promotions*
- *Offer a full-service Training Division to sworn and non-sworn personnel*
- *Probation is affiliated with various professional organizations such as: Chief Probation Officers of California (CPOC), Probation IT Managers Association (PITMA), and California Association of Public Information Officers (CAPIO) - The organizations offers*

- mentoring, professional development courses, workshops, publications, networking, conferences, and other resources*
- *Participated within Speakers Bureau for presentations*
- *Interim and special project assignments available to staff for continued development*

4. Thomas Sone, Public Defender, Public Defender (PD), April 2022

The department was commended for an excellent presentation. The Commission recognized and appreciated the department's efforts in addressing areas of improvement in regard to diversity and inclusion. The Commission was pleased to see their executive leadership engaged in the DDC and community outreach, and that they had continued to maintain DDC efforts throughout the COVID-19 pandemic. The department was thanked for an excellent presentation on the DDC, its efforts and the innovative ideas planned for the future of their DDC. The Commission appreciated the department's efforts that have been made thus far to promote a diverse and inclusive workforce. The Commission would like to see the department continue to address areas for improvement regarding diversity and inclusion, and to strive to reflect the community it serves.

Department & Department Diversity Committee Updates

- *Meets monthly on the 3rd Wednesday*
- *Recruitment and advertising through numerous organizations such as: California Association of Black Lawyers, Puerto Rican Bar Association, Women Lawyers Association and Asian Pacific Bar Association*
- *Recruitment outreach to Historically Black Colleges and Universities (HBCUs) such as: Howard University School of Law, Thurgood Marshall School of Law, and North Carolina Central University School of Law*
- *Community outreach to organizations such as: Law and Justice Academy (Millionaire Minds Kids Camp), career fairs at various educational levels, and internships with law schools and social worker programs*
- *February – Barstow Job Fair and Record Clearing Event*
- *Staff development through staff rotation for career development, Deputy V special compensation pay, and junior attorneys serving as second chair on serious criminal cases*

5. Brendon Biggs, Director, Department of Public Works (DPW), April 2022

The Commission commended the department on the integration of the Department of Public Works and Special Districts into one department and recognized the efforts involved in the process. The Commission also recognized the potential to forge new alliances within the department because of the merger, especially in terms of including the DDC in the department's recruitment and outreach efforts. With the rebuilt DDC in place, and with the support of the executive team, the DDC would be able to achieve diversity success. The Commission understood that there was additional diversity than what was depicted in the department statistics, as their department ethnicities include staff of North African and Middle Eastern descent. It was recommended that there be a focus on improving diversity across all ethnic groups to reflect the communities served. The Commission requested a follow-up plan outlining the steps to diversify the engineer classifications, through communications that highlighted opportunities within this classification that did not require a four-year college degree. A report was also requested on steps that would be taken to leverage outreach to schools and job fairs in an effort to achieve a more diverse workforce. The Commission appreciated the effort that the department has made thus far to promote a diverse and inclusive workforce.

Department & Department Diversity Committee Updates

- *Held quarterly meetings and meetings as needed for event planning*
- *Held multicultural Diversity Luncheon/Potlucks and “Diversity is Cool” Ice Cream Social*
- *Created and posted diversity informational posters*
- *Created Around the World Map – personnel “pin” birthplace or places visited*
- *Distributed flyers/newsletters/articles, featuring employee input*
- *Created and regularly updated an employee sharing wall*
- *Partnered with San Bernardino Superintendent of Schools and Workforce Development for apprenticeships*
- *Presented at Engineer Career Day at San Bernardino High School*
- *Sent postcards to all surveyors in state for high vacancy areas*
- *Outreach efforts made to begin advertising engineer openings with Society of Women Engineers webpage*
- *Outreach efforts made to other local engineering university groups such as: Black Engineers, Hispanic Engineers amongst other diverse college technical groups for potential mentorship, presentations, and internship program*
- *Presented at Women’s Transportation Seminar (WTS) Inland Empire chapter*
- *Career ladders restricted for succession planning*
- *Conducted interviews to aid staff retention*

6. Pete Mendoza, Interim Director, Purchasing Department, May 2022

The Commission commended the department for an excellent presentation. The Commission recognized and appreciated the department’s efforts in addressing areas for improvement regarding diversity and inclusion, promoting the DDC and targeting minority businesses. The Commission was pleased to see the department’s executive leadership team engaged in the DDC and the mentorship program in place. The Commission requested a copy of the formal writeup, and criteria required for the DDC mentorship program so that it may be shared with other DDCs. They also requested specific examples of promotions within the department that highlighted the department’s succession plan and employees that utilized the career ladders established. The Commission appreciated that the department has continued to make great changes over the years.

Department & Department Diversity Committee Updates

- *Members represent all levels of the department*
- *Hold monthly meetings and additional meetings as needed*
- *Chinese New Year – Email distributed to inform staff of celebrations throughout Southern California*
- *Black History Month – Focused on Sidney Poitier and his accomplishments/recognitions*
- *International Women’s Day – Informational flyer and picture day supporting the United Nations #BreaktheBias campaign*
- *Made a hiring emphasis on veterans, particularly those with logistics experience*
- *Attended and participated in multiple job fairs*
- *Made recruitment and outreach efforts through internet listings with community colleges and universities*
- *Posted advertisements with Municipal Management Association of Southern California, California Association of Public Procurement Officials, California Association of Counties, etc.*
- *Implemented email distribution to procurement systems users and department buying assistants*

- *Minority Outreach – shared procurement process with the Equity Element Group, members represent the following organizations: Southern California Black Chamber of Commerce, Black Chamber of Commerce, Young Visionaries Youth Leadership Academy, Black Voice News, IE National Council of Negro Women*
- *Career Ladders – Added new positions to create advancement opportunities and several positions were reclassified*
- *Mentorship program was developed, and job interest cards were distributed*
- *Researched other successful DDC programs to continue growth and development*
- *Offered special project assignments as part of retention and development efforts within the department*
- *Promoted education and involvement in professional associations*
- *Encouraged employees to express interest in promoting and to inventory personal skills*

7. Dan Munsey, Fire Chief, County Fire, June 2022

The Commission recognized and appreciated the department's efforts in addressing areas for improvement regarding the recruitment of women in the firefighter unit as well as updating the department's mission statement. The Commission was pleased to see the executive leadership team engaged in the DDC and the recruitment efforts. It was suggested that the department continue to focus their recruitment efforts on all ethnicities and genders, and not just one specific demographic. Additionally, the Commission would like to see more firefighters represented and involved with the DDC and suggested recruiting trainees since they are a diverse group who can become invested within the department. Furthermore, a request was made to provide an update on the development of a DDC website. The Commission appreciated that the department has continued to make efforts and evolve over the years to be more diverse and inclusive.

Department & Department Diversity Committee Updates

- *Implemented virtual based meeting/interviewing (Teams, Zoom, Facetime, etc.)*
- *Developed recruitment processes that attracted a wider pool of candidates more representative of the communities served*
- *Created pathways for underserved communities to enter the fire service*
- *Established a Women's Committee that focuses on improving working conditions and policies to attract and retain more female candidates*
- *Created multiple social media campaigns to attract specific demographics*
- *Streamlined recruitment process from the social media campaigns to provide additional resources such as guidance for what to expect in your oral interview, and what to expect during the tower and the first year of your probationary period*
- *Offered female (all genders were welcomed) preparatory academy weekly for 6-week intervals. Attendees would participate in physical training, basic hands-on tools and evolutions, results would increase the success of their female candidates graduating the tower*
- *Hosted a girl's empowerment two-day camp for ages 12-18 (all genders welcomed) which is an introduction to the fire service, physical fitness, tool introduction, training evolutions, and jobs available*
- *Community outreach efforts made through presentations at local schools (pathways programs, athletic programs, local EMT and paramedic programs)*
- *Developed relationships and pathways with their veterans via a "Boots to Badges" program*

- *Development of pathways for EMT to Paramedic through Victor Valley College and Crafton Hills College*
- *Developed a new employee “trainee” classification to allow employees to enter the district and attend paramedic school while employed as a firefighter*
- *Added Recruitment Officer positions to assist in the coordinating diverse recruitment efforts*
- *Implemented and made improvements to the mentorship program and career ladders*
- *Provide new opportunities to staff with the advancement of new programs such as the COAST team, Swat Medic, Recruitment and Retention position, as a way to identify new members interested in joining the DDC*
- *Offered peer support resources to their members*
- *Provided promotional workshops, orientations, and on-the-job training*
- *Offered developmental classes from their regional training center that provide education from entry level positions to Executive Chief Fire Officer*
- *Implemented in-house bridge programs to assist employees in being successful in the promotional recruitment process*
- *Fire leadership created opportunities for participation in committees that provide management and administrative experience for all levels of classifications*
- *The department supported employees attending training at the National Fire Academy*

8. Melanie Orosco, Interim County Librarian, County Library, August 2022

The Commission commended the department for an outstanding presentation and for their dedication to creating and maintaining a diverse and inclusive workforce. The Commission thanked the department for addressing questions from the 2019 Feedback Letter and covering all areas within the succession plan. The Commission commended the department for providing promotional opportunities and for continuing the quarterly DDC meetings throughout the COVID-19 pandemic. The Commission appreciated that the department has continued to have outstanding presentations and they believe it will continue moving in the right direction under Ms. Orosco’s leadership.

Department & Department Diversity Committee Updates

- *Held quarterly meetings via Zoom for all regions to partake – meetings were held throughout the pandemic*
- *Committee members represent all levels of the department*
- *Developed activities for all Library staff to celebrate diversity and actively participate in various functions and special events including Library Games, Staff Development Day (developed a special Diversity and Inclusion Session “My Contribution Matters”), active engagement with HR Analysts to improve recruitment efforts*
- *Recognized and honored diversity by celebrating National Heritage Months which include, special book purchases and programs for the communities we serve, develop staff activities for heritage months and advertised on Facebook*
- *Recruitment and Outreach – same-day first and second interviews with rotating interview panels and zoom interviews. Attended job fairs, posted on county webpages and Facebook pages*
- *Retention and Development Efforts – selection of meetings, trainings, committees, and other developmental activities that inspire and encourage staff to pursue new career heights such as: Youth Services Committee, Special Events Team, Stretch Assignment Opportunities, Friends of the Library Annual Conference and much more*

- *Continued Retention and Development Efforts: Library Career Guide, Career Goal Tracker, My Library Achievements Tracker, Part-Time Employee Outstanding Service Award*
- *County Library partners with the State Library to encourage staff to pursue their advanced degrees that are required for higher level positions by offering tuition supplements*

9. David Myers, Interim Director, County Museum, August 2022

The Commission thanked Mr. Myers for his thorough presentation, for the department's efforts in including their lower-level staff in their DDC, and for celebrating women in the museum. The Commission suggested that the department continue to focus their recruitment efforts on minority groups. The Commission encouraged the department to partner with their Human Resources Recruitment Analyst to strategize on how the department can increase recruitment efforts to target minorities so that the workforce more closely mirrors the community served. Additionally, the Commission would like for the DDC to take a more active role in advancing the department's diversity and inclusion efforts.

Department & Department Diversity Committee Updates

- *Recruited through museum professional networks that include American Alliance of Museums, Western Museums Association, California Association of Museums*
- *Hold bi-monthly DDC meetings and additional meetings as-needed*
- *Hosted student interns from local high schools and universities throughout the year with master intern agreements, students are provided hands-on training in the history and science disciplines featured in the museum's collections*
- *Museum's Marketing Specialist mentored a cohort of marketing students from Cal State University Northridge and were tasked with developing a marketing campaign for the museum's online strategy "SBCM-Connect" and presented to the staff*
- *Museum created a series of video interviews highlighting the career trajectories and personal stories of their curatorial team to help educate the public about the core work they are doing, inspire youth to explore careers in biology, geology, paleontology, history, and anthropology. The videos are offered to classrooms and are publicly available on the museum's YouTube channel "Meet Your Museum"*
- *February 2022 – Honored Women's History Month by conducting a webinar "Celebrating Women in Museums" interviewing the museum's female staff on their career and gender issues and promoted the event to local college students and the general public*
- *The museum's award-winning, multicultural exhibits, programs, and public initiatives continue to attract a diverse audience throughout the year, and their success helps build the brand of the County as a diverse and exciting place to work, and supports a robust local artist community*
- *The department won four National Association of Counties (NACo) awards in 2022*

10. Jeany Zepeda, Director, Children and Family Services (CFS), September 2022

The Commission commended the department for an excellent presentation and for the amount of information that was gathered and provided. The Commission recognized and appreciated their efforts in addressing topics that were provided in the 2019 Feedback Letter. The Commission also commended the department for increasing the number of minorities within their department. The Commission requested that the department's mission statement include language pertaining to diversity and equity. The Commission requested the department to provide more specific information regarding where the department is recruiting, how the department is making itself

known to potential applicants, and how those recruitment efforts have impacted the department demographics. The Commission appreciated the progress that the department had achieved in the last three years.

Department & Department Diversity Committee Updates

- *Participated in virtual career fairs during the pandemic and began transitioning into in-person career fairs and recruiting events at universities with Social Work programs*
- *The department's recruiting team, in partnership with HR and the CFS Communications team, created social media accounts to promote their hiring efforts and job postings. They are primarily focused on LinkedIn, Instagram, and Facebook*
- *In collaboration with other County departments, CFS participated in community events and attended a Resource Fair with the Sheriff's Department for recently released inmates where they shared their resources and brochures regarding their programs and services offered*
- *Created pathways for growth and promotion for clerical and social work staff*
- *Grew their IV-E partnerships to multiple universities including: UCLA, Loma Linda University, Cal State Fullerton, Dominguez Hills, and San Bernardino*
- *Developed within the Department, the Cultural Responsiveness Academy (CRA) that focused on the African American population. The next five-year cycle will focus on the Native American Tribal Community*
- *Performed a survey to gather staff perspectives in relation to racial inequity and disproportionality within the organization. The survey amongst other forums helped informed the development of the strategic goal of Optimal Diversity, Equity, and Inclusion, as well as the Workforce Success 2022 projects*
- *May 23 – June 24 Workforce Success 2022 – Rapid Improvement Event: a group of all levels of staff completed a consultant supported event that entailed critically examining and mapping out their processes for recruitment, hiring, onboarding, training and retention, issued an action plan for the processes, developed and implementation framework to translate recommendations into reality*
- *More Workforce Success 2022 – events focused on onsite staff health and wellness, supervisor development, two-year staff development program for new social workers, redesigning the processes for hiring, onboarding and training processes*

11. Brady Gergovich, Agricultural Commissioner/Sealer, Agriculture/Weights and Measures (AWM), October 2022

The Commission requested the department to partner with recruitment and their Human Resources Business Partner regarding their outreach efforts and potential intern opportunities with the Historically Black Colleges and Universities. The Commission requested that the department provide an update on these items within two years. The Commission thanked the department for their wonderful presentation.

Department & Department Diversity Committee Updates

- *Held monthly in-person meetings*
- *Distributed quarterly newsletters, highlighting new staff and upcoming events*
- *Attended local school events and career fairs to introduce children as young as elementary school to Agriculture/Weights and Measures*
- *DDC attended outreach events and took a variety of equipment used in Agriculture/Weights and Measures and agricultural inspections to provide a more*

interactive experience and educate students on how it is of value to the communities they serve

- *Joined Handshake app which interfaces directly with local colleges and universities, including Cal Poly Pomona’s agriculture program*
- *Made outreach and recruitment efforts on social media publications and websites to reach a diverse audience*
- *Used Agriculture/Weights and Measures Facebook page to promote upcoming and current recruitments*
- *Held on-site licensure testing on a bi-monthly basis,*
- *Hosted State licensing exams, including ride-along and formal classroom training*
- *Made revisions of minimum qualifications for advancement to encourage employee retention*
- *Cross-training made available to provide employees with flexibility in assignments as requested*
- *Launched a career guide in coordination with DDC for both education and management*
- *Staff development through learning opportunities at conferences, and mentorship program*

Summary of Commission Activity and Department Presentations for 2023

A. 2023 Commission Members – As of January 1, 2023

First District

Michael Stevens
Evelyn Glasper

Second District

Linda Sargent
Valerie Samuel

Third District

Al Hernandez
Roy George

Fourth District

David Sakurai
James Willingham

Fifth District

Carolina Verduzco
William Jernigan

Member at Large

Felicia Alexander

Resignations

Valerie Samuel - Resigned from seat for District 2, effective 3/28/2023 - The Board of Supervisors declared and posted vacancy per Maddy Act for remaining 4-year term expiring 12/31/2023.

B. Election of Officers

The Commission conducts an election of officers each year. The following Commissioners were elected as officers for 2023:

Al Hernandez
Carolina Verduzco
William Jernigan

Chair
First-Vice Chair
Second-Vice Chair

C. Assembly Bill 1234 (AB1234) Training

AB1234 requires that local agencies provide ethics training to local agency officials every two years. The following Commissioners completed or renewed their training in 2023:

- David Sakurai, February 23, 2023
- Evelyn Glasper, March 28, 2023
- James Willingham, April 3, 2023

D. Summary of Department Presentations for 2023

1. John Johnson, Assistant Auditor-Controller/ Treasurer/ Tax Collector, Auditor-Controller/ Treasurer/ Tax Collector (ATC), March 2023

The Commission appreciated the diversity that was reflected within the department's clerical unit. The Commission recommended that the department focus its recruitment efforts on increasing outreach to a more diverse applicant pool, to create a more balanced workforce. As part of this recommendation, the Commission suggested the department work with their designated Human Resources Recruitment Analyst and Human Resources Business Partner to collaborate with entities such as the Veterans Affairs Department to expand their outreach efforts. Additionally, the Commission requested additional information about the department mentorship program and succession plan.

Department & Department Diversity Committee Updates

- *Expanded by adding 10 positions to the department*
- *Increased the length of employment for interns from six months to one year*
- *February 2022 – DDC hosted “What is Your Story” event featuring the Chief Deputy for Property Tax and Management Services Manager*
- *September 2022 – Attended outreach event at CSUSB event “Meet the Firms”*
- *November 2022 – Hosted a food drive benefiting the Sahaba Initiative*
- *November 2022 – Participated in the annual EOC Diversity and Inclusion Forum*
- *December 2022 – Donated items to the Children's Fund Toy Drive*
- *February 2023 – Hosted DDC Taste of ATC Multi-Cultural potluck promoting inclusion*
- *Take Your Child to Work Day 2022 – 42 children participated, the children experience various career paths, the diversity within ATC, future job opportunities, and public services delivered*
- *Career Ladders – ATC in partnership with HR added a trainee level for the Internal Auditor series to create an entry level path for college graduates*
- *Began conducting exit interviews during the separation process to gain insight and obtain feedback in an effort to improve employee retention, performance, and job satisfaction*
- *Implemented Employee of the Month award – Employee of the Month received a plaque and designated parking space*
- *Semi-annual ceremony – Employees are recognized for their customer service*
- *Management and Leadership Academy (MLA) 2022 – Three employees graduated from MLA*

2. Jacquelyn Greene, Director, Preschool Services Department (PSD), April 2023

The Commission congratulated the department on an excellent and comprehensive presentation, demonstrating their passion and dedication. The Commission appreciated that they addressed the 2020 feedback letter and increased the number of DDC members, as well as continuing DDC activities throughout the COVID-19 pandemic. The Commission commended the department for

being proactive with the Staff Feedback Survey and acknowledging that there is room for improvement. It was recommended that the department partner with the DDC to take steps to better understand in which specific area(s) employees felt undervalued and to develop an action plan to address the area(s) of concern.

Department & Department Diversity Committee Updates

- *September 2022 – Held DDC Recruitment and Orientation Meeting*
- *November 2022 – Attended EOC Diversity and Inclusion Forum*
- *Held DDC Committee Member Meetings in January, May, and September*
- *Held Monthly Staff Site Meetings and “Getting to Know You” Zoom meetings*
- *Distributed monthly department and DDC newsletters with recognition of diversity and education on history*
- *Took anonymous survey with a staff feedback survey in attempt to proactively create a more diverse and inclusive environment where employees feel appreciated and valued*
- *Held recurring “Tuesday Talks” – Professional Development Workgroups*
- *Hosted a “Planning Your Career” workshop*

3. Sharon Nevins, Director, Department of Aging and Adult Services (DAAS), May 2023

The Commission congratulated the department for embracing the COVID-19 pandemic by expanding their services and continuing their DDC meetings. The Commission commended them for the work they have done with the Safe Zone Project. The Commission recommended collaborating with the Human Resources Department to ensure the department had a balanced workforce that is reflective of the available workforce within San Bernardino County. The Commission appreciated the improvements that have been made within the department and believe that the department has done a wonderful job with their recruitment and outreach efforts.

Department & Department Diversity Committee Updates

- *Provide monthly DDC updates at Department Leadership meetings*
- *Collaborate monthly and quarterly with HR on various recruitment, outreach, and DDC efforts*
- *Resumed in-person DDC meetings post pandemic*
- *Updated DDC intranet website*
- *Expanded attendance at Department of Behavioral Health’s Cultural Competency Subcommittees*
- *October 2023 – Accepted Public Guardian mentorship program applications – Mentorship program is a six-month program*
- *Changed minimum qualifications for multiple positions within the department to broaden the applicant pool*
- *Utilized publications that target bilingual employees, the National Association of Social Workers Newsletter and other resources*
- *Held monthly career forums*
- *Hosted and attended community outreach events at local communities, faith-based organizations, and local senior centers*

4. Victor Tordesillas, Interim Director, Veteran’s Affairs (VA), June 2023

The Commission congratulated the department on their presentation and for continuing DDC efforts during the COVID-19 pandemic. The Commission recommended collaborating with the Human Resources Department to ensure the department has a balanced workforce that is reflective of the available workforce within San Bernardino County. Additionally, the Commission

encouraged the department to partner with non-profit organizations for recruitment purposes. In the department's next presentation, the Commission would like to see an improvement in the data pertaining to ethnicity diversity.

Department & Department Diversity Committee Updates

- *Between May 2022 and May 2023, the VA department attended 24 outreach events including the following: Celebrate Her Service, High Desert Vet Center Women's Group, and Local Assistance Centers in Crestline, Arrowhead, and Wrightwood*
- *Held monthly DDC meetings*
- *Started publication of the diversity newsletter "the Mélange"*
- *Hosted cultural potlucks to celebrate Cinco de Mayo, Italian heritage month, Black History month, amongst others*
- *Held "Coffee House" meetings to connect and team build through various means such as travel and book clubs*
- *Held annual all-staff meeting – Presentation provided to the staff including historic information about the cultural significance of various topics*
- *Distributed monthly emails to highlight diverse events, celebrations, and occasions*
- *Began engagement with HR to identify specific personal and professional organizations for targeted recruitment efforts*

5. Amy Coughlin, Interim Director, Department of Child Support Services (DCSS), August 2023

The Commission thanked the Department of Child Support Services for adding management level staff to the DDC. The Commission encouraged the department to continue collaborating with the Human Resources Department to ensure that staff is reflective of the available workforce in San Bernardino County. Additionally, the Commission requested clarification on the lowest ranked August 2019 departmental survey question, "At work, my opinions seem to count." The Commission requested that the department provide information on what steps they took to address this issue during the department's next presentation before the Commission.

Department & Department Diversity Committee Updates

- *October 2023 – Hosted first DCSS Trunk or Treat Resource Fair*
- *Outreach team attended over 470 community events*
- *Collaborated with over 100 community partners*
- *Hosted over 70 events across 3 branches*
- *Attended virtual workshop presented by Autism Society Inland Empire*
- *Posted positions on state and national child support association sites*
- *Added over 50 new staff positions*
- *Improved retention strategy – New Employee Welcome Plan, New Employee Development Guide, and Employee Orientation Plan*
- *Retention and Development Efforts – Leadership Training: Heart of Leadership, Leader as Coach, Crucial Conversations, Leading at the Speed of Trust*
- *Hosted Child Support Professional's Day Conference*
- *Employee Engagement – New Hire Card Display: new hires share their hobbies/interest, favorite music, movie/book, color, place, animal, ice cream, and food*
- *Employee Recognition Display – Notable professional achievements, hobbies, and statement from supervisor*
- *Internal Growth Opportunity – DCSS All Hands Training Conference, Southern California Child Support Collaborative, and countywide and statewide initiative workgroups*

6. Christopher Wilhite, Director, Assessor-Recorder-County Clerk (ARC), September 2023

The Commission commended the department for the use of technology to promote DDC activities to staff and encouraged continuous work in this area. Additionally, the Commission appreciated the internship program initiated to hire more veterans and hopes to see the department continue to grow this program. The Commission recommended that the department utilize the same methods that increased representation for males and apply to other underrepresented groups in the department. The Commission also recommended that given the size of the department, the DDC increase its membership beyond the current five members. A larger committee would open the group to more input and further diversify the membership while continuing to provide valuable information to staff and to the community during outreach events.

Department & Department Diversity Committee Updates

- *Nine additional Appraisal Technician positions were created to provide an opportunity for those within the community to gain necessary experience to obtain or supplement education to meet the CA Board of Equalization (BOE) requirement*
- *Initiated the Appraisal Technician Training Program*
- *April 2022 – Attended Barstow Community College (ARC Mobile Unit) for recruitment, outreach and education*
- *2023 NACo Achievement Award Winner*
- *Participated in Army Career Skills Internship Program*
- *Improved underrepresentation among males in the department by increasing the percentage of male employees by 13%*
- *Hosted Team ARC Diversity Celebration Events and DDC Diversity Dessert Table*
- *Created and distributed a Cultural Cookbook, and Team ARC Around the World Map*
- *Attended UCR, CSUSB, and Victor Valley Community College job fairs, amongst others*
- *2023 – ARC staff participated in the 2023 Storm Response*
- *Outreach and Recruitment Efforts – LinkedIn and Handshake postings*
- *ARC Mobile Unit attended career fairs, participated in Diversity Employment Day, Veterans Resource Fairs, Senior Resource Events, College Job Recruitment Fairs and Record Expungement Events*

7. Stephenie Shea, Director, Registrar of Voters (ROV), September 2023

The Commission commended the DDC for remaining active and keeping staff informed in matters related to diversity and inclusion, especially given the varying number of temporary and extra staff in the department. The Commission recognized the strides the department has made to increase gender parity in the department since the last presentation. The Commission encouraged the department to continue outreach to all ethnicities and genders to have a workforce that is representative of the communities served.

Department & Department Diversity Committee Updates

- *400 + community partners in voter education, including Pastor Samuel Casey with Congregations Organized for Prophetic Engagement (COPE), and Training Occupational Development Educating Communities (TODEC) which empowers immigrant communities to become self-sufficient: free legal clinic, classes and civic engagement programs to help new Americans*

- *Partnered with trusted messengers in communities who have developed voter education videos in the following languages: English, Spanish, Indonesian, Tagalog, Vietnamese, Chinese, Korean, and Thai to help relay voter education and poll worker opportunities*
- *Conducted ROV presentations to community partners on voter education*
- *Provided toolkits for community partners to share and social media toolkits*
- *Continue to build a diverse team within the department by adding 16 full-time positions between 2022-2023, filled 26 recurrent positions, filled 369 County Extra-Help positions (November 2022 election), hired 165 Temporary Staff from temp agencies (November 2022 election), hired Poll workers: 1,978 and 249 bilingual (June 2022) and 2,275 and 527 bilingual (November 2022),*
- *Modified minimum requirements for a few positions to broaden the applicant pool*
- *June 2023 – Offered ROV career workshops which yielded 25 participants*
- *Implemented ROV-NET: ROV-Specific New Employee Training to include discussion on policies, expectations, general emergency action training, County mandated training for a strong start to employment*
- *Monthly staff meetings were implemented, and they partake in activities that involve teamwork, communication, problem-solving, and leadership*
- *Host and attend wellness-related activities to de-stress and build camaraderie such as puzzles and the color wall*
- *Student Poll Worker Program – students work at polling places on Election Day which helps them gain experience and insight into the elections process*
- *Hold monthly DDC meetings and potlucks with traditional dishes for Chinese New Year, Cinco de Mayo, and Friendship Day (melting pot)*
- *Staff is educated on diversity via email for monthly, annual, commemorative and national holidays throughout the year (Women’s History Month, LGBTQ+ Month, National Disability Employment Awareness Month, Indigenous Peoples Day, etc.)*
- *2023 – Implemented DDC newsletter and participated in Take Your Child to Work Day*
- *Earth Day 2023 – In an effort to support the environment, ROV planted trees on Earth Day for each ROV department*

8. William Gilbert, Director, Arrowhead Regional Medical Center (ARMC), October 2023

The Commission congratulated the department for a great presentation and commended the department for continuing to expand the Future Leaders Program and for increasing the number of members within the Diversity Equity and Inclusion Committee (DEIC, internal name for the DDC) from the 2020 presentation. Additionally, the Commission commended the department on their employee engagement efforts with the DEIC trainings and the Ask Bill Blog. The Commission recognizes the strides the department has made to increase gender parity in the department since the last presentation. The Commission encouraged the department to continue outreaching to all ethnicities and genders to have a workforce that is representative of the communities served. The Commission requested that the department provide more detailed information on the department’s outreach and recruitment efforts in their next appearance before the Commission.

Department & Department Diversity Committee Updates

- *August 2022 – Relaunched the DDC (Diversity Equity Inclusion Committee – DEIC) and held monthly meetings*
- *DDC is comprised of 24 members who represent the Asian, African American, American Indian, Hispanic, Indian, Pacific Islander, White, and LGBTQ+ communities*

- *Implemented a Diversity Equity and Inclusion training catalog in their Learning Management system (HealthStream) which includes 44 micro-learning online courses*
- *Training and Development – DDC members attend monthly trainings for Countywide Departmental Racial Equity Action Plan Cohort meetings, completed Essential Facilitation Skills for DEI Efforts training, and attended leadership book clubs, quarterly management retreats, and monthly management development classes*
- *Celebrating Employees with the Employee Recognition Program – Got HEART, the employee of the month program, department recognition, amongst other ways*

Summary

Through a collaborative effort between the Commission and the Department of Human Resources, the Commission continues to host its annual Diversity and Inclusion Forums. Moving forward, the event will be held every February. These forums allow the Commission an opportunity to recognize departments for their efforts and successes and to train all County departments on EEO, diversity and inclusion, and share best practices. The Diversity and Inclusion Forums serve as a proactive and affirmative step in demonstrating the commitment of the Commission and San Bernardino County regarding EEO, diversity and inclusion in the workforce

In a joint effort with Human Resources, departments continued to establish a DDC and to improve and implement best practices within their DDC. A DDC is a group of enthusiastic employees that work together to promote diversity and inclusion in their department. Departments will benefit through diverse input that will encourage success; maximizing collaboration between departments and Human Resources; being proactive rather than reactive; and increasing insight, awareness, creativity, innovation, and communication at all levels of the department. With the COVID-19 pandemic, the EEO quarterly trainings came to a halt; however, EEO staff continued to offer in-person and virtual trainings when requested, and EEO staff is developing a recurring annual DDC training, scheduled to launch in 2025.

Over the past two years, numerous County departments have had the opportunity to share with the Commission their visions and strategies of diversity in the workplace. The Commission recognizes and appreciates the efforts and progress of each department. Departments will continue to present before the Commission on a triennial basis to share their DDC efforts, and their strategies and successes in their recruitment and retention efforts in regard to cultivating and maintaining a diverse and inclusive workforce representative of the communities served. The Commission in conjunction with the Human Resources Department will continue to provide guidance and support to departments to increase diversity, inclusion, and balance in areas of underrepresentation.