



2

DEPARTMENT OF  
PERSONNEL

DONNA L. GILES  
DIRECTOR

CITY OF SACRAMENTO  
CALIFORNIA

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SACRAMENTO, CA  
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DIVISION:  
ADMINISTRATION  
PERSONNEL SERVICES  
OCCUPATIONAL HEALTH  
SAFETY & RETIREMENT

April 2, 1991

Personnel and Public Employees Committee  
Sacramento, California

Honorable Members in Session:

**SUBJECT: RECOMMENDATIONS OF AFFIRMATIVE ACTION ADVISORY COMMITTEE**

SUMMARY

Attached is the report and recommendations of the Affirmative Action Advisory Committee.

Respectfully submitted,

DONNA L. GILES  
Director of Personnel

Approved for Transmittal:

  
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JACK R. CRIST  
Deputy City Manager

1



## AFFIRMATIVE ACTION ADVISORY COMMITTEE

921 10TH STREET, ROOM 301  
SACRAMENTO, CA 95814  
(916) 449-5270

April 1, 1991

Personnel and Public Employees Committee  
Council of the City of Sacramento  
Sacramento, California

Honorable Members:

Recognizing the vital importance of achieving a City work force reflective of Sacramento's ethnic and cultural diversity, the Affirmative Action Advisory Committee has continued to meet monthly as a committee of the whole and at least that often in three subcommittees; we have also met with the City Manager twice in the past twelve months.

Recently released 1990 census figures for Sacramento have convinced us that it is imperative for the City to move more quickly toward affirmative action goals. Accordingly, we ask that you consider the following recommendations at your meeting on April 9, 1991:

1. **Approve in concept and continue to provide financial support for the Career Development Program.** The Affirmative Action Advisory Committee fully supports this program in concept and wishes to work with Personnel Department staff on its further implementation. The Career Development Program may provide affirmative action gains in several areas of concern to us, such as upward mobility for minorities and women, the use of mentoring as a recruitment tool for minorities and women, and retention of minorities and women in the City work force.

2. **Adopt an affirmative action recognition process** resulting in annual awards for those departments demonstrating significant progress toward affirmative action goals. We suggest that specific guidelines be developed for selecting recipients of the awards and that those guidelines include the following factors:

- a. Net gains in the department's affirmative action hires;
- b. Efforts made to increase the department's affirmative action hires;
- c. Efforts made to decrease any deficiencies in the department's affirmative action statistics for the prior fiscal year; and

2

Personnel and Public Employees Committee

April 1, 1991

Page 2

- d. Other accomplishments that have assisted affirmative action.

We also suggest that the City require all departments to address these factors in the annual budget presentations, beginning with the presentations to be made in May 1991.

We believe it is important for the affirmative action awards to



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(916) 449-5270

**ROSTER**

April 1, 1991

<u>Member</u>	<u>Subcommittee</u>	<u>Business Telephone</u>	<u>Home Telephone</u>
Denise Barclay	Disabled	457-6526	927-9759
Carol Hisatomi	Recognition	444-5827	427-8567
Pamela King	Mentoring	441-0146	427-6735
Dean Lan	Recognition	324-0951	446-3809
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